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Wednesday, November 16, 2022

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MADISON COUNTY BOARD

STATE OF ILLINOIS)
) SS
COUNTY OF MADISON)

Proceedings of the County Board of Madison County, Illinois, as the recessed session of said Board held at the Nelson "Nellie" Hagnauer County Board Room in the Administration Building in the City of Edwardsville, in the County and State aforesaid on said Wednesday, November 16, 2022 and held for the transaction of general business.

**WEDNESDAY, NOVEMBER 16, 2022
5:00 PM
REGULAR SESSION**

The Board met pursuant to recess taken October 19, 2022.

* * * * *

The meeting was called to order by Kurt Prenzler, Chairman of the Board.

The Pledge of Allegiance was said by all members of the Board.

The Roll Call was called by Debra Ming-Mendoza, County Clerk, showing the following members present:

PRESENT: Kuhn, Pace, Madison, Doucleff, Walters, Holliday, Malone, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wichardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

REMOTE: Meyer and Gray

ABSENT: Ross, Stoutenborough, and Hankins

VACANT: District 27

* * * * *

Mr. Walters moved, seconded by Ms. Pace to allow Mr. Meyer and Mr. Gray to attend and participate remotely.

VOICE VOTE BY ALL MEMBERS.

*Mr. Meyer and Mr. Gray entered the meeting remotely.

* * * * *

The October 19, 2022 County Board minutes were approved as written.

* * * * *

The following letter was received and placed on file:

Chairman Prenzler and Madison County Board Members,

I have requested public information from the Madison County Treasurer's Office for Fair Market Value (FMV) data they maintain on county investments. I have asked for the purchase prices for all bond purchases. These simple requests have been denied. I believe this critical information is being hidden due to massive losses in the carrying value of the county investment portfolio.

Chief Deputy Treasurer Patrick McRea has denied my requests of public information twice and has asked me to look on the website for the information. The Treasurer's Office does not post information on FMV and the data they do post is not sufficient for a detailed outside analysis.

I will refer to Illinois Law that says the county treasurer should make his books open for inspection. He is denying my requests and this is an issue of great importance and details of bond purchases are public information.

(55 ILCS 5/3-10011) (from Ch. 34, par. 3-10011)

Sec. 3-10011. Inspection of books of account. Said books of account shall be free to the inspection of all persons wishing to examine the same.

In 2021 the Madison County investment portfolio lost over **\$1 million** in FMV as reported in the 2021 CAFR. With interest rates skyrocketing in 2022 I regret to inform the board that the county investment portfolio has plunged in value due to long term investments by the county treasurer.

I have been able to find Madison County bond trades on the public sites EMMA and FINRA for county investments and the county investments out 3-7 years at low yields have plummeted in value. Currently the Fed is looking at another .75% rate hike and it is likely that each .25% hike in rates is a loss of \$1 million in the carrying value of the Madison County investment funds hosted by Treasurer Chris Slusser. In 2022 the Fed has hiked rates 3.0% and we are likely to get another 2% hike by the end of 2023.

The current losses, and underperformance in yield, of the Treasurer's investments for 2020 could easily be over **\$5-10 million**. It is a catastrophic loss and a failure by the Treasurer to chase rates and not protect the principle of the investments. I do not believe the public or the county board has been told of this ongoing and unprecedented loss. Other counties in Illinois did not invest in long term investments like Treasurer Slusser when it was clear rates were going to climb after huge government spending.

Since I cannot get useful information from Deputy Treasurer Patrick McRae, I would ask the Madison County Board to provide to the public the information I am asking for.

1. What is the current estimated fair market value of the county's investment portfolio?
2. What are the current losses in the carrying value of the county investment portfolio today?

If the Madison County Treasurer, who is required by law to give financial information to the board and the public, is unwilling to answer this question then I would ask the board to bring in an outside investment advisor to answer these questions.

I do not believe there is a soul currently employed in the Madison County Treasurer's Office with the expertise to invest over \$150 million in public funds and the markets today are exposing the Treasurer's portfolio as an election gimmick that taxpayers will end up paying the bill for.

I would like these remarks to be entered into the record of the next county board meeting in November, 2022.

Douglas Hulme
 Fmr. Madison County Chief Deputy Treasurer and County Administrator

The following letter was received and placed on file:

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

Bureau of Land · 1021 North Grand Avenue East · P.O Box 1976 · Springfield · Illinois · 62794-9276

**NOTICE OF APPLICATION FOR PERMIT TO MANAGE WASTE
 (LPC-PA16)**

Date: October 31, 2022

To Elected Officials and Concerned Citizens:

The purpose of this notice is to inform you that a permit application has been submitted to the Illinois EPA, Bureau of Land, for a solid waste project described below. You are not obligated to respond to this notice, however, if you have any comments, please submit them in writing to the Bureau of Land, Attn: Permit Section at the above address, or contact the Permit Section at 217/524-3300, within 21 days.

NOTE: Please complete this form online, save a copy locally, print and submit it to the Permit Section #33, at the above.

The permit application, which is identified below, is for a project described at the bottom of this page.

SITE IDENTIFICATION

Site Name: Roxana Landfill, LLC

Site # (IEPA): 1190900002

Address: 4601 Cahokia Creek Road

P.O. Box: _____

City: Edwardsville State: IL Zip Code: 62025

County: Madison

TYPE PERMIT SUBMISSIONS: TYPE OF FACILITY:

TYPE OF WASTE:

New Landfill	<input type="checkbox"/>	Landfill	<input checked="" type="checkbox"/>	General Municipal Refuse	<input checked="" type="checkbox"/>
Landfill Expansion	<input type="checkbox"/>	Land Treatment	<input type="checkbox"/>	Hazardous	<input type="checkbox"/>
First Significant Modification	<input type="checkbox"/>	Transfer Station	<input type="checkbox"/>	Special (Non Hazardous) Chemical Only	<input checked="" type="checkbox"/>
Significant Modifications to Operate	<input type="checkbox"/>	Treatment Facility	<input type="checkbox"/>	(exec. putrescible)	<input type="checkbox"/>
Other Significant Modification	<input checked="" type="checkbox"/>			Inert Only	
Renewal of Landfill	<input type="checkbox"/>	Incinerator	<input type="checkbox"/>	(exec. chem & putrescible)	<input type="checkbox"/>
				Used Oil	<input type="checkbox"/>

Development	<input type="checkbox"/>	Composting	<input type="checkbox"/>	Solvents	<input type="checkbox"/>
Operating	<input type="checkbox"/>	Recycling/Reclamation	<input type="checkbox"/>	Landscape/Yard Waste	<input type="checkbox"/>
Supplemental	<input type="checkbox"/>	Other	<input type="checkbox"/>	Other (Specify _____)	<input type="checkbox"/>
Transfer	<input type="checkbox"/>				
Name Change	<input type="checkbox"/>				
Generic	<input type="checkbox"/>				

DESCRIPTION OF PROJECT:

Application to address the second quarter 2022 confirmed exceedances.

The following letter was received and placed on file:

ILLINOIS DEPARTMENT OF NATURAL RESOURCES
 One Natural Resources Way, Springfield, Illinois 62702-1271
www.dnr.illinois.gov

July 6, 2022

Amy Meyer
 Madison County Clerk
 157 North Main St – PO Box 308
 Edwardsville, IL 62025

Dear Amy Meyer,

The Illinois Department of Natural Resources, Office of Water Resources, is updating our list of Illinois Drainage District Commissioners for use during the flood season next year. Would you please send us the information for your Districts, Attorney’s, and any other information relevant to each District?

I am listing Districts by name, the contact persons and attorneys with mailing addresses, phone numbers, and email addresses and well as maps of the drainage districts where possible. Please send the updated information to:

Illinois Department of Natural Resources
 Office of Water Resources
 c/o Phaedra Whitlock
 One Natural Resources Way
 Springfield, IL 62702-1271

I appreciate your help.

Sincerely,

Phaedra Whitlock
 217/524-1052(phone)
 217/785-5014(fax)
Phaedra.whitlock@illinois.gov

MLM: RP

The following letter was received and placed on file:

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION
527 East Capitol Avenue, Springfield, Illinois 62701 (217) 782-4654
November 2,2022

Union Pacific Railroad Company Proposed installation of Incremental Train Control System with other safety improvements allowing for 110 MPH operations, working in conjunction with existing automatic flashing LED light signals equipped with four quadrant gates system and bells, vehicle detection system, event recorder / remote monitor system controlled by constant warning time circuitry.	T18-0112
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Dear Sir/Madam:

Enclosed please find a copy of the X-Resolution's approved November 2, 2022, by the Railroad Safety Program Administrator of the Illinois Commerce Commission.

Processing and Information Section

/hp

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Randy Darr
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Mayor, Village of Shipman
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McLean, IL 61754

Iris Thorne
Clerk, Village of Odell
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Odell, IL 60460

Terry McGlothlin
Clerk, Village of Thayer
307 E. Elm
Thayer, IL 62689

Jennifer Bertino
Tarrant Executive, Will County
302 N. Chicago St.
Joliet, IL 60432

* * * * *

The following letter was received and placed on file:

THE ILLINOIS DEPARTMENT OF CORRECTIONS

1301 Concordia Court, P.O. Box 19277, Springfield, IL 62794-9277, (217) 558-2200 TDD: (800) 526-0844

October 7, 2022

Sheriff John D. Lakin
Madison County Jail
405 Randle St
Edwardsville, IL 62025

County Clerk Debra Ming-Mendoza
157 N. Main St, Suite 109
Edwardsville, Illinois 62025

Sheriff Lakin and Clerk Ming-Mendoza:

A copy of our recent compliance monitoring report of the Madison County Jail is enclosed. The *Illinois Compiled Statutes [730ILCS5/3-15-2(b)]* mandates the Illinois Department of Corrections to monitor each county jail annually and to make the results available for public review. Your offices should make this compliance monitoring report available for public review in the records of Madison County and you are encouraged to give notice to the citizens of your county, by news release or other means, that this report is available for the public's review.

The Jail and Detention Standards Unit staff is available for consultation should you desire. Please call (217) 558-2200, extension 4212.

Sincerely,



Edwin R. "Bob" Bowen, Manager
Jail and Detention Standards Unit

cc: County Board Chair Kurt Prenzler
Captain Kris Tharp
Captain Steve Ridings
Specialist Kathy Melvin

* * * * *

The following report was received and placed on file:

**THOMAS MCRAE
CLERK OF THE CIRCUIT COURT
EARNED FEES REPORT
GENERAL ACCOUNT**

Cash in Bank	<u>\$6,460,059.08</u>		11/2/2022
		TOTAL	<u>\$7,769,267.41</u>
Time Certificates	<u>\$1,309,208.33</u>		

LIABILITIES

ADJUSTMENTS

Excess Fees		September Adjustment	\$384,612.81
Due County Treasurer	\$437,950.75	September Ref October	\$0.00
Circuit Clerk Filing Cost 19	\$517,645.12	October Ref November	\$0.00
County Treasurer 19	\$93,052.31	September BR October	(\$16,132.00)
Library Fees	\$0.00	October BR November	\$0.00
Law Library Fee 19	\$24,091.50	September DUI% October	(\$173.75)
Child Support Maint	\$6,904.42	October DUI% November	\$50.25
2% Surcharge	\$8.89	September PRB October	(\$1.00)
2.5% TSP Fees	\$0.00	October PRB November	\$1.50
Record Search	\$24.00	October 17% into CCOAF	\$214.20
Probation Operations	\$284.11	November 17% into CCOAF	(\$193.80)
Probation Fees-Adult	\$10,487.93	Over & Short	(\$100.00)
Probations Fees-Juv	\$770.00	NSF	\$0.00
Probation Fees-Superv	\$85.00	Honored Checks	\$164.00
Probation Court Services 19	\$2,812.58	TOTAL	<u>\$368,442.21</u>
Casa	\$30.00		
Court Security Fees	\$220.12		
Document Stg Fees	\$650.93		
Document Stg Fees 19	\$99,732.78	TOTAL	<u>\$7,769,267.41</u>
Finance Court Sys Fees	\$214.32		
Arrestees Med Fees	\$51.00		
15% Arrstees Med Fees	\$9.00		
Jail Medical Costs 19	\$1,560.81		
Office Automation Fees	\$220.00		
Automation 19	<u>\$99,740.99</u>		
TOTAL	<u>\$1,296,546.56</u>		

LIABILITY LEDGER \$6,472,720.85

**THOMAS MCRAE
CLERK OF THE CIRCUIT COURT
MADISON COUNTY
GENERAL ACCOUNT**

Date: November 2, 2022
Reporting Month: October

RECEIPTS

% State (16.825)	\$922.33
Ab Res Prop	\$139.16
Access to Justice	\$0.00
Agency Auto Expunge	\$25.00
Bond Original	\$403,630.50
CCOAF FTA	\$270.00
CCOP/Adm. Fund	\$393.04
CCP C/S Collections	\$245.61
CCP Collections	\$2,089.23
Child Advocacy	\$195.36
City Attorney	\$0.00
Escrow	\$0.00
Copies	\$5,223.50
Crim. Surcharge	\$608.80
Crime Lab Drug	\$0.00
Crime Lab DUI	\$0.00
CV Police Fund	\$0.00
Dom. Vio. Svc. Fund	\$0.00
Domestic Battery	\$0.00
Drivers Ed	\$0.00
Drug Addiction Services	\$30.00
Drug Court Fee	\$76.00
Drug Enf Assessment	\$0.00
Drug Treatment	\$0.00
E Business Civil	\$0.00
Fine Distribution	\$5,321.37
Foreclosure Graduated	\$0.00
Foreclosure Prvnt Fund	\$0.00
FTA WT Fine	\$3,640.00
Guarad Fee	\$3,325.00
H & H Collections	\$3,807.76
H & H Collections C/S	\$48.45
IDROP CC	\$288.51
ISP Merit BD FND	\$93.60

DISBURSEMENTS

% State (16.825)	\$492.85
2% Surcharge	\$8.89
Ab Res Prop	\$217.56
Access to Justice	\$0.00
Agency Auto Expunge	\$10.00
Bond Dist	\$195,306.45
Bond Refunds	\$235,014.43
CCOAF FTA	\$350.00
CCOAF/Adm. Fund	\$386.77
CCP C/S Collections	\$7.79
CCP Collections	\$2,356.78
Child Advocacy	\$152.53
City Attorney	\$0.00
Escrow	\$0.00
Copies	\$4,385.75
Crim. Surcharge	\$650.93
Crime Lab Drug	\$0.00
Crime Lab DUI	\$0.00
CV Police Fund	\$0.00
Dom. Vio. Svc. Fund	\$0.00
Domestic Battery	\$0.00
Drivers Ed	\$0.00
Drug Addiction Serv	\$0.00
Drug Court Fee	\$57.00
Drug Enf Assessment	\$0.00
Drug Treatment	\$0.00
DUI % State	\$50.25
E Business Civil	\$0.00
Fine Distribution	\$2,930.43
Foreclosure Graduated	\$0.00
Foreclosure Prvnt Fund	\$0.00
FTA WT Fine	\$4,690.00
Guarad Fee	\$2,945.00
H & H Collections	\$3,596.14

ISP OPS	\$194.51
Juvenile Drug	\$78.00
MAD/BND Foreclosure	\$0.00
Man. Arb. Fees	\$0.00
Meth Enf Fund	\$0.00
Neutral Site Fee	\$10,038.13
OOC Prob Fees	\$2,219.20
PE Sub Test Fune	\$0.00
Certified Mail	\$57.59
Prescript Drug Disp Fund	\$0.00
Restitution	\$42,683.81
SA Appellate Prosecutor	\$30.00
SA Auto Fund	\$12.00
Sex Assault Fund	\$0.00
Sex Offender Reg Fund	\$0.00
Sheriff Bnd Proc Fee	\$3,150.00
State Drug Fund	\$0.00
States Attorney	\$180.00
Trauma Center Fund	\$0.00
VCVA	\$0.00
Child Advocacy 19	\$1,466.00
States Atty Automation 19	\$282.00
Foreclosure Prvnt Fund 19	\$0.00
Arbitration 19	\$31,482.00
Fine 19	\$83,202.50
DUI State	\$0.00
Foreclosure Graduated 19	\$0.00
Traf Crim Surcharge 19	\$17,329.68
Drug Treatment 19	\$2,866.75
Prison RB Vehicle Equip 19	\$0.00
Circuit CRT Clerk OP Adm 19	\$24,536.25
DE Fund 19	\$2,701.00
Trauma Center Fund 19	\$4,022.86
State Police OP Assist 19	\$22,026.98
State Crime Lab 19	\$375.00
State Offender DNA ID 19	\$0.00
E Citation Circuit Clerk 19	\$7,505.68
Spinal Cord Injury	\$205.00
CV Police Fund 19	\$239.00
MAD/BND Foreclosure 19	\$5,000.00
State Police Merit BD 19	\$4,633.46

H & H Collections C/S	\$44.46
IDROP CC	\$185.61
ISP Merit BD FND	\$43.87
ISP OPS	\$100.82
Juvenile Drug	\$50.00
MAD/BND Foreclosure	\$0.00
Man. Arb. Fees	\$0.00
Meth Enf Fund	\$0.00
Neutral Site Fee	\$8,890.00
OOC Prob Fees	\$4,486.85
PE Sub Test Fund	\$0.00
Certified Mail	\$4,656.39
Prescript Drug Disp Fund	\$0.00
Pris. Rev Board	\$1.50
Restitution	\$41,157.58
SA Appellate Prosecutor	\$20.00
SA Auto Fund	\$10.00
Sex Assault Fund	\$0.00
Sex Offender Reg Fund	\$0.00
Sheriff Bnd Proc Fee	\$4,875.00
State Drug Fund	\$0.00
States Attorney	\$160.30
Trans to Gen Ldgr.	\$0.00
Trauma Center Fund	\$0.00
VCVA	\$0.00
Child Advocacy 19	\$1,474.22
States Atty Automation 19	\$290.00
Foreclosure Prvnt Fund 19	\$0.00
Arbitration 19	\$28,976.00
Fine 19	\$85,052.44
DUI State 19	\$0.00
Foreclosure Graduated 19	\$0.00
Traf Crim Surcharge 19	\$17,807.05
Drug Treatment 19	\$3,456.16
Prison RB Vehicle Equip 19	\$0.00
Circuit CRT Clerk OP Adm 19	\$22,620.12
DE Fund 19	\$2,948.00
Trauma Center Fund 19	\$4,466.14
State Police OP Assist 19	\$23,401.92
State Crime Lab 19	\$400.00
State Offender DNA ID 19	\$0.00

Access to Justice 19	\$8,022.50
Sex Assault SVC 19	\$100.00
Dom Vio Surveillance 19	\$0.00
Dom Vio Abuser 19	\$0.00
Dom Vio Shelter Service 19	\$2,485.16
Prescrip Pill and Drug Disp 19	\$152.00
Crim Justice Info Proj 19	\$84.00
Emergency Response 19	\$0.00
Fire Prevention 19	\$1,879.54
Law Enforcement Camera 19	\$1,583.00
Public Defender Auto 19	\$279.06
Transportation Regulatory Fund 19	\$0.00
Sec State Police SVC	\$0.00
State Police LEAF 19	\$9,701.00
VIO CIM VIC Assist 19	\$14,341.88
Youth Drug Abuse 19	\$0.00
Supreme Court Spec Purpose 19	\$36,137.25
Road Fund 19	\$40,790.90
Capital Projects Fund 19	\$0.00
Scotts Law 19	\$0.00
Total	\$812,446.91

E Citation Circuit Clerk 19	\$8,122.77
Spinal Cord Injury	\$225.00
CV Police Fund 19	\$191.00
MAD/BND Foreclosure 19	\$4,200.00
State Police Merit BD 19	\$4,156.82
Access to Justice 19	\$7,096.00
Sex Assault SVC 19	\$68.00
Dom Vio Surveillance 19	\$0.00
Dom Vio Abuser 19	\$0.00
Dom Vio Shelter Service 19	\$1,293.45
Prescrip Pill and Drug Disp 19	\$225.00
Crim Justice Info Proj 19	\$101.00
Emergency Response 19	\$0.00
Fire Prevention 19	\$1,923.00
Law Enforcement Camera 19	\$1,632.00
Public Defender Auto 19	\$290.00
Transportation Regulatory Fund 19	\$0.00
Sec State Police SVC	\$149.00
State Police LEAF 19	\$9,238.63
VIO CIM VIC Assist 19	\$14,091.51
Youth Drug Abuse 19	\$0.00
Supreme Court Spec Purpose 19	\$32,004.00
Roadside Memorial 19	\$7,980.62
Capital Projects Fund 19	\$7,980.62
10% Overweight 19	\$1,773.46
Scotts Law 19	\$0.00
Total	\$811,925.86

Balance Prev. Month	\$6,472,199.80
Receipts	\$812,446.91
Total	\$7,284,646.71
Disbursements	\$811,925.86
Total	\$6,472,720.85

**RECEIPTS FOR OCTOBER 2022
COUNTY CLERK**

170	Marriage License	@ 30.00	\$	5,100.00
1	Civil Union License	@ 30.00	\$	30.00
376	Certified Copies	MARRIAGE @ \$12.00	\$	4,512.00
0		CIVIL UNION @ \$12.00	\$	0.00
396		BIRTH @ \$12.00	\$	4,752.00
39		DEATH @ \$15.00	\$	585.00
0		JURETS @ \$14.00	\$	0.00
0		MISC. REC	\$	0.00
		Total Certified Copies	\$	9,849.00
0	Notary Commissions by Mail	@\$10.00	\$	0.00
0	Notary Commissions in Office	@\$10.00	\$	0.00
20	Cert. of Ownership	@\$31.00	\$	620.00
4	Cert. of Ownership	@\$1.50	\$	6.00
4	Registering Plats	@\$12.00	\$	48.00
11	Genealogy Records	@\$4.00	\$	44.00
78	Death Record Automation Fees	@\$4.00	\$	312.00
1301	Birth, Marriage, Genealogy Automation Fees	@\$8.00	\$	10,408.00
170	ORO Commission Automation	@\$2.50	\$	425.00
--	Amusement License		\$	75.00
0	Mobile Home License	@\$50.00	\$	0.00
--	Redemption Clerk Fees		\$	0.00
7	Tax Deeds	@\$11.00	\$	77.00
2	Tax Sale Automation Fees-Assignments	@\$10.00	\$	20.00
Total			\$	27,014.00

This amount is turned over to the County Treasurer in Daily Deposits

STATE OF ILLINOIS)
)
COUNTY OF MADISON)

I, Debra D. Ming-Mendoza, County Clerk, Do solemnly swear that the foregoing is in all respect just and true according to my best knowledge and belief; that I have neither received directly or indirectly agreed to receive or be paid for my own, or another's benefit any other money, article or consideration then herewith stated or am I entitled to any fee or emolument for the period herein stated, or am I entitled to any fee or emolument for the period therein mentioned than herein specified.

s/ Debra D. Ming-Mendoza
Debra D. Ming-Mendoza, County Clerk

* * * * *

The following report was received and placed on file:

**RECORDER'S OFFICE
DEPARTMENT TRANSMITTAL SUMMARY
Oct-22**

**Amounts listed below may be modified if corrections are made to recorded documents*

Number of Transactions	<u>3876</u>
Deeds of Conveyance	<u>735</u>
Mortgages	<u>707</u>
Judicial Deeds	<u>5</u>
Lis Pendens	<u>55</u>

Recording Fee - County	010000-11-000-51120-00	<u>55,369.00</u>
Automation Fee - Recorder	020491-10-000-51120-00	<u>28,434.00</u>
Revenue Stamp Fee - Due to State	010000-11-000-34615-00	<u>106,602.50</u>
Revenue Stamp Fee - County	010000-11-000-51147-00	<u>53,301.25</u>
GIS Fee - Recorder	020491-10-000-51166-00	<u>2,849.00</u>
GIS Fee - County GIS Fund	020487-10-000-51166-00	<u>56,407.00</u>
RHSP - County	010000-11-000-51180-00	<u>1,281.00</u>
RHSP - Recorder	020491-10-000-51180-00	<u>1,281.00</u>
RHSP - Due to the State (\$9)	070110-10-000-36105-00	<u>23,058.00</u>
Rejection Fee - County	010000-11-000-51120-00	<u>940.00</u>
Copy Fee - Recorder	020491-10-000-51120-00	<u>9,019.25</u>
Overages - Recorder	020491-10-000-51120-00	<u>4.00</u>
Subscriptions - Recorder	020491-10-000-51168-00	<u>24,900.13</u>
Miscellaneous - Recorder:	020491-10-000-65590-00	<u> </u>
Miscellaneous - County:	010000-11-000-65590-00	<u> </u>
	TOTAL	363,446.13
	State	129,660.50
	County	167,298.25
	Recorder	66,487.38

s/ Debra D. Ming-Mendoza
Debra D. Ming-Mendoza
Madison County Clerk & Recorder

The following report was received and placed on file:

**ACTIVITIES & SERVICES OF ROE #41
OCTOBER 2022**

	<u>Month</u>	<u>YTD</u>
<u>Grants and Programs</u>		
CEO Academy		52
ETC Special Education Center		5
DRS Transition Program		242
Truancy		229
McKinney Vento Homeless Act		0
Give 30 Active Mentors		33
<u>School Related Services</u>		
Fingerprinting	195	1386
<u>Licensure</u>		
Educators Registered	71	552
Licenses Registered	73	563
Substitute Licenses Issued	39	209
Licenses Issued	46	1709
Endorsements Issued	8	39
ParaProfessional Licenses Issued	9	123
<u>Bus Driver Training</u>		
Initial Classes	2	7
New Drivers Trained	37	142
Refresher Classes	5	16
Experienced Drivers Trained	161	448
<u>School District Inspections</u>		
Public HLS Inspections	0	0
Public Compliance Visits	0	0
Non-Public Compliance Visits	0	0
<u>Testing Center</u>		
High School Equivalency	50	181
Teacher Licensure Testing	72	314
Other Professional Testing	102	382
WorkKeys	10	70
High School Equivalency Certificates Issued	13	36
High School Equivalency Transcripts Issued	34	173
Regional Board of School Trustees Meeting	0	0

Annual Events

Young Authors – 4/2023
 Junior Olympiad – March 2023
 Senior Olympiad – March 2023
 Ag Camp – July 2022
 Construction Camp – June 2023
 STEM Camp – June 2023

21

Professional Development

	Month	YTD		Month	YTD		Month	YTD
Administrator Academies			Social Emotional Learning			Remote Learning Workshop		
Number	0	0	Number	1	3	Number	0	0
Participants	0	0	Participants	16	34	Participants	0	0
Madison County P.D. Co-Op			Content Area Workshop			Other Workshops		
Number	1	1	Number	0	2	Number	1	3
Participants	10	10	Participants	0	71	Participants	724	789
Diversity/Equity/Inclusion			Technology Workshop					
Number	0	0	Number	1	3			
Participants	0	0	Participants	28	46			
Total Educators Served	778	950						

The following report was received and placed on file:

MADISON COUNTY JAIL DAILY POPULATION REPORT

10/2022

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date						1	2
Men						215	215
Women						36	42
Daily Total						251	257

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	3	4	5	6	7	8	9
Men	220	218	212	210	234	221	218
Women	36	33	42	41	26	40	40
Daily Total	256	251	254	251	260	261	258

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	10	11	12	13	14	15	16
Men	220	226	241	214	209	213	216
Women	41	40	23	35	37	40	39
Daily Total	261	266	264	249	246	253	255

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	17	18	19	20	21	22	23
Men	218	217	213	207	212	210	216
Women	39	40	41	41	36	30	36
Daily Total	257	257	254	248	248	240	252

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	24	25	26	27	28	29	30
Men	222	216	220	216	205	196	202
Women	32	34	32	26	28	32	31
Daily Total	254	250	252	242	233	228	233

	Monday
Date	31
Men	204
Women	28
Daily Total	232

The average daily population was 251.

The following report was received and placed on file:

CHRIS SLUSSER, MADISON COUNTY TREASURER						
FUND REPORT				OCTOBER 2022		
COMPANY	FUND	ACCOUNT	DEPOSIT	MATURITY	RATE	AMOUNT
BANK OF HILLSBORO	CD	76006	9/19/2019	9/19/2024	2.75	\$1,000,000.00
BANK OF HILLSBORO	CD	73843B	7/21/2022	7/21/2023	2.10	\$2,000,000.00
BANK OF HILLSBORO	CD	73719	7/21/2022	4/21/2023	1.95	\$2,000,000.00
BANK OF HILLSBORO	CD	74820	7/21/2022	10/21/2023	2.20	\$1,000,000.00

BANK OF HILLSBORO	CD	78446	7/21/2022	1/21/2024	2.30	\$1,000,000.00
BANK OF HILLSBORO	CD	78130	7/21/2022	7/21/2024	2.40	\$1,000,000.00
COLLINSVILLE BLDG. & LOAN	CD	7144D	2/20/2020	2/20/2023	2.30	\$750,000.00
COLLINSVILLE BLDG. & LOAN	CD	4206	9/19/2019	9/19/2024	2.75	\$1,000,000.00
STATE BANK OF ST. JACOB	CD	12033E	8/5/2022	8/5/2024	1.00	\$500,000.00
STATE BANK OF ST. JACOB	CD	12703	9/6/2020	9/6/2024	2.50	\$1,000,000.00
Barclays Bank	CD	06740KMG9	10/10/2018	10/10/2023	3.45	\$242,380.95
Sallie Mae Bank	CD	795451AL7	8/18/2021	8/12/2024	0.70	\$228,445.35
St Bank of India NY	CD	856285Q53	8/8/2022	8/9/2027	3.55	\$231,569.10
Celtic Bank	CD	15118RZM2	10/7/2022	10/7/2026	4.00	\$237,772.50
Will/ Jack Cnty Sch	Muni	970013FV5	4/25/2017	12/1/2022	2.90	\$1,368,314.90
South Carolina St Jobs	Muni	83704AAN2	5/2/2017	8/15/2023	3.47	\$490,535.00
Rand/ Cnty IL Sch	Muni	752535DQ4	5/12/2017	12/1/2022	3.05	\$298,819.50
Oakland Calif Pension	Muni	672319CD0	5/25/2017	12/15/2022	2.80	\$999,320.00
Fisher IL Build America	Muni	337855AZ3	7/18/2017	12/1/2022	3.72	\$289,973.90
Madison Cnty Sch	Muni	556870JJ3	7/26/2017	12/1/2022	2.75	\$99,876.00
Vermilion Cnty Sch	Muni	923613DV2	7/27/2017	12/1/2023	4.11	\$105,106.05
YoLo Cnty CA	Muni	98601EDB9	8/1/2017	12/1/2022	3.23	\$200,050.00
Connecticut St. Txbl Ser A	Muni	20772J3H3	8/8/2017	8/15/2023	3.00	\$112,634.45
Illinois St. Txbl Ser B	Muni	452152KK6	8/9/2017	1/1/2024	5.00	\$139,811.00
Madison Bond	Muni	556627KD8	8/10/2017	2/1/2023	2.97	\$298,617.00
Cook Cnty IL Sch Dist	Muni	214723CY2	8/14/2017	12/1/2022	3.40	\$99,604.00
Rockford IL	Muni	77316QWX3	8/31/2017	12/15/2024	3.30	\$171,006.50
Madison Macoupin	Muni	557738NX5	10/11/2017	11/1/2024	3.35	\$90,711.00
New Brunswick	Muni	642815ZJ6	10/12/2017	10/15/2023	3.33	\$100,028.25
Oak Lawn IL	Muni	671409F47	10/30/2017	12/1/2024	3.13	\$990,478.90
Hornell NY City Sch	Muni	440614GC3	11/24/2017	6/15/2023	3.60	\$500,590.00
Madison Cnty IL	Muni	557055FQ8	4/30/2018	12/1/2022	3.50	\$69,920.20
Illinois St Sales Tx Rev	Muni	452227FN6	6/27/2018	6/15/2023	3.08	\$979,895.14
Madison Cnty Sch	Muni	557072EQ4	6/29/2018	1/1/2023	3.50	\$279,515.60
Hartford CT	Muni	416415HH3	7/5/2018	7/1/2023	3.47	\$1,385,011.80
Illinois St Fin Auth Rev	Muni	45204EVM7	7/5/2018	8/1/2023	3.58	\$181,860.55
Illinois St Fin Auth Rev	Muni	45204EVU9	7/5/2018	8/1/2023	3.58	\$122,878.75

Sacramento CA Pensn	Muni	786056BB6	7/5/2018	8/1/2023	3.55	\$111,152.80
Massachusetts St Dev	Muni	57584XCQ2	7/6/2018	7/2/2023	3.73	\$188,044.90
Univ IL B	Muni	914353F51	8/6/2018	4/1/2023	3.75	\$273,608.50
Il SLS Tax	Muni	452227JM4	8/9/2018	6/15/2023	3.55	\$494,135.00
SC PUB SVC	Muni	837151WF2	8/10/2018	12/1/2023	3.75	\$802,880.76
POLK ETC SD	Muni	731418KQ1	8/13/2018	6/1/2023	3.60	\$250,502.50
Illinois St	Muni	452152DQ1	8/20/2018	3/1/2023	4.25	\$637,082.80
Illinois St Sales Tax	Muni	452227JM4B	9/13/2018	6/15/2023	3.60	\$494,135.00
Arkansas River PWR	Muni	041036DU5	9/27/2018	10/1/2023	4.00	\$952,984.50
Rockford IL	Muni	77316QWV7	10/4/2018	12/15/2022	3.75	\$129,816.70
New York City NY Tran	Muni	64971WJ43	10/19/2018	5/1/2023	3.43	\$320,456.50
IL ST B	Muni	452152KJ9	10/30/2018	1/1/2023	4.50	\$500,205.00
Cook SD	Muni	214201GK5	10/31/2018	12/1/2022	4.00	\$253,990.20
Univ Center	Muni	91412SAX7	11/5/2018	5/1/2024	3.92	\$430,001.85
Illinois ST B	Muni	452152QT1	1/14/2019	4/1/2026	5.28	\$969,420.00
State of Illinois	Muni	452227FP1	5/15/2019	6/15/2024	3.20	\$482,700.00
Madison ETC CCD 536	Muni	557741BF1	5/23/2019	11/1/2022	2.80	\$400,000.00
Illinois State Sales	Muni	452227FN6B	5/28/2019	6/15/2023	3.08	\$419,955.06
Saint Clair Cnty IL	Muni	788601GV8	6/24/2019	4/1/2023	2.55	\$495,785.00
Illinois St	Muni	4521523R0	6/25/2019	4/1/2026	4.05	\$969,110.00
Illinois St	Muni	4521523S8	8/13/2019	4/1/2027	3.70	\$965,410.00
Illinois St	Muni	4521523S8B	8/23/2019	4/1/2027	3.75	\$965,410.00
Champaign Cnty	Muni	158321AS8	9/3/2019	1/1/2026	2.46	\$191,094.00
Illinois ST	Muni	4521523S8C	9/16/2019	4/1/2027	3.95	\$965,410.00
South Carolina ST PBLC	Muni	837151WM7	9/18/2019	12/1/2023	2.40	\$525,144.60
Illinois St	Muni	452152P88	9/23/2019	11/1/2024	2.60	\$504,345.00
Pittsburg CA Pension	Muni	72456RAN8	9/23/2019	7/1/2024	2.60	\$458,800.00
Missouri St Dev Fin	Muni	60636SBM5	9/26/2019	3/1/2027	3.40	\$250,140.00
St. Clair Cnty	Muni	788550KG5	10/1/2019	1/1/2024	2.30	\$1,226,250.90
Rock Island IL	Muni	772487Q23	10/7/2019	12/1/2027	3.02	\$116,312.50
Rockford IL	Muni	77316QG52	10/10/2019	12/15/2025	2.45	\$493,228.60
Rockford IL	Muni	77316QG60	10/10/2019	12/15/2026	2.55	\$586,021.20
St. Clair Cnty	Muni	788244FS5	10/16/2019	10/1/2025	2.45	\$956,673.50
Illinois St	Muni	4521523Q2	10/30/2019	4/1/2025	3.45	\$284,049.20
New Jersey St	Muni	64577B8B3	11/19/2019	6/15/2025	3.25	\$476,090.00

New Jersey St	Muni	64577B8C1	11/19/2019	6/15/2026	3.38	\$471,295.44
New Jersey St	Muni	64577B8D9	11/19/2019	6/15/2027	3.47	\$459,490.00
Bedford Park IL	Muni	076394DE2	12/24/2019	12/1/2025	2.35	\$404,976.60
GA St Elec	Muni	373541Y21	1/10/2020	1/1/2026	2.80	\$993,890.00
New Jersey St Transprtn	Muni	6461366Q9	1/10/2020	6/15/2024	2.50	\$410,018.75
Gary IN Cmnty Sch	Muni	366754CL1	1/30/2020	7/15/2023	2.55	\$226,437.30
Gary IN Cmnty Sch	Muni	366754CN7	1/30/2020	7/15/2024	2.65	\$241,190.00
Gary IN Cmnty Sch	Muni	366754CQ0	1/30/2020	7/15/2025	2.80	\$189,594.00
Gary IN Cmnty Sch	Muni	366754CS6	1/30/2020	7/15/2026	2.90	\$97,766.55
New Jersey St Econ Dev	Muni	645913BB9	3/20/2020	2/15/2023	3.00	\$572,054.00
JPMorgan Chase & Co	Corp	46625HJH4	3/23/2020	1/25/2023	4.05	\$298,917.00
Du Page Cnty IL	Muni	263496FX4	3/24/2020	12/30/2022	2.80	\$401,196.00
Hanover Park IL	Muni	411126HP3	3/24/2020	12/1/2023	2.62	\$201,270.00
Connecticut St Ser C	Muni	20772KCL1	3/25/2020	6/15/2028	3.80	\$1,078,570.00
Nassau Cnty NY	Muni	63165TWH4	3/25/2020	4/4/2027	3.33	\$1,044,250.00
Philadelphia PA REF Ser A	Muni	717813WN5	3/25/2020	8/1/2025	3.75	\$1,037,620.00
Madison Macoupin Cntys	Muni	557738LV1	8/10/2020	11/1/2027	1.00	\$425,845.75
Illinois St Ser D	Muni	452152P96	8/20/2020	11/1/2027	2.55	\$501,750.00
Missouri Development	Muni	60636SEF7	9/17/2020	6/1/2023	1.25	\$1,156,209.55
Missouri Development	Muni	60636SEH3	9/21/2020	6/1/2025	1.40	\$1,877,670.00
Miami Dade Cnty FL	Muni	59333PV21	9/25/2020	10/1/2023	1.20	\$488,260.00
Illinois St	Muni	452152VB4	10/1/2020	2/1/2025	2.50	\$326,456.00
W Contra Costa CA Unif Sch	Muni	9523472H4	10/1/2020	8/1/2027	1.65	\$660,457.50
Freeport IL	Muni	356640KK7	10/19/2020	1/1/2028	2.20	\$1,893,364.00
W Contra Costa CA Unif Sch	Muni	9523472J0	10/26/2020	8/1/2028	2.00	\$430,895.00
Pueblo City CO	Muni	744712CE8	11/3/2020	12/1/2025	1.25	\$454,820.00
Stephenson Cnty IL	Muni	858892MF6	11/24/2020	10/1/2027	1.90	\$352,613.25
Schererville IN	Muni	806541BJ6	11/25/2020	4/15/2027	2.43	\$1,197,248.80
Will CO IL	Muni	969078QN7	11/25/2020	11/1/2028	2.15	\$145,664.00
W Covina Pub	Muni	95236PEV8	12/7/2020	5/1/2024	1.40	\$316,637.75
W Covina Pub	Muni	95236PGF1	12/7/2020	8/1/2028	2.55	\$379,569.34
W Covina Pub	Muni	95236PGF1B	12/8/2020	8/1/2028	2.55	\$170,531.16
Rhode Island St Conv	Muni	212474JA9	1/4/2021	5/15/2026	1.40	\$468,815.00
Sales Tx Securitization	Muni	79467BAY1	2/1/2021	1/1/2028	1.95	\$357,492.00
Illinois St	Muni	4521527S4	2/11/2021	10/1/2024	2.45	\$906,467.62

Jamestown ND Park Dist	Muni	470572AJ7	2/25/2021	7/1/2026	1.00	\$522,189.20
Madison Co CUSD # 7	Muni	557021JV5	3/1/2021	12/1/2028	1.45	\$293,865.54
Madison Co CUSD # 7	Muni	557021JV5B	3/1/2021	12/1/2028	1.65	\$500,365.66
Homewood AL	Muni	437887GX4	3/3/2021	12/1/2027	1.75	\$408,374.20
Cleveland OH	Muni	186352SK7	3/3/2021	1/1/2027	1.70	\$433,454.40
Illinois St	Muni	452152Q53	3/4/2021	11/1/2026	2.25	\$944,050.00
Antascosa Cnty TX	Muni	046578AE0	3/8/2021	12/15/2023	1.00	\$217,141.40
Philadelphia PA	Muni	71781LBD0	3/10/2021	4/15/2026	1.95	\$196,185.60
Hawaii St.	Muni	41978CAG0	3/15/2021	7/1/2024	1.00	\$279,470.10
North Hudson	Muni	660043DL1	3/16/2021	6/1/2028	1.83	\$757,962.00
Riverside Cnty CA	Muni	76913CBC2	3/17/2021	2/15/2028	1.80	\$889,660.28
Waukegan ILL	Muni	942860UG0	3/17/2021	12/30/2028	1.85	\$665,936.00
Hillsborough Aviation	Muni	432275AL9	3/22/2021	10/1/2028	2.60	\$191,774.00
Jackson TN	Muni	46874TFP2	3/23/2021	4/1/2027	2.10	\$283,665.00
New Jersey St	Muni	646066YY0	4/5/2021	7/1/2027	1.80	\$852,423.10
Laredo Tx	Muni	51677RBC8	4/7/2021	8/1/2026	1.35	\$618,480.00
Philadelphia PA	Muni	71783DCM5	5/18/2021	4/15/2027	1.50	\$426,750.00
Philadelphia PA	Muni	71783DCN3	5/18/2021	4/15/2025	0.85	\$452,080.00
Washington DC	Muni	93878LDF1	6/3/2021	10/1/2028	1.78	\$811,680.00
Tompkins Cnty NY	Muni	890099EX8	6/28/2021	10/1/2027	1.75	\$295,599.50
Tompkins Cnty NY	Muni	890099FR0	6/28/2021	10/1/2028	2.10	\$606,000.75
San Jose CA	Muni	798136XW2	6/30/2021	3/1/2027	1.40	\$545,668.20
Valley View PA SCH Dit	Muni	920213MY8	7/22/2021	5/15/2027	1.70	\$194,213.80
Citigroup Global Markets	Corp	17329QHU7	8/17/2021	2/16/2024	0.60	\$476,000.00
Bank of America Corp	Corp	06051GHF9	8/18/2021	3/5/2024	0.66	\$252,888.60
JPMorgan Chase & Co	Corp	46647PBQ8	8/18/2021	6/1/2024	0.79	\$488,175.00
Bank of America Corp	Corp	06051GHL6	8/18/2021	7/23/2024	1.03	\$492,625.00
Equitable Finance	Corp	29449WAJ6	8/18/2021	8/12/2024	0.70	\$460,585.00
New Jersey State ECON	Muni	64577B8E7	8/27/2021	6/15/2028	1.95	\$1,146,659.25
Milwaukee	Muni	602366MV5	8/30/2021	2/15/2027	1.50	\$490,140.00
Goldman Sachs Group	Corp	38150AHG3	8/30/2021	8/30/2024	1.00	\$459,385.00
Covina CA Pensn	Muni	223047AH4	9/3/2021	8/1/2029	1.75	\$794,876.20
Buena PL CA Pensn	Muni	119174AH3	9/7/2021	7/1/2029	1.70	\$715,005.00
Golden Sachs Group	Corp	38150AHK4	9/7/2021	8/31/2024	0.90	\$459,920.00
Fed Home Ln Bk	Agency	3130ANRD4	9/15/2021	9/15/2026	1.05	\$443,970.00

Bexar Cnty TX	Muni	085518NF8	9/23/2021	8/15/2029	1.75	\$574,532.70
Los Angeles CA	Muni	544445VK2	10/6/2021	5/15/2028	1.75	\$609,175.35
Springfield MO Publ Util	Muni	851026ED2	10/7/2021	11/1/2024	0.75	\$461,355.00
Springfield MO Publ Util	Muni	851026EE0	10/7/2021	11/1/2025	1.05	\$446,085.00
Springfield MO Publ Util	Muni	851026EH3	10/7/2021	11/1/2028	1.80	\$413,935.00
Missouri St Dev Fin	Muni	60636SJK8	10/13/2021	11/1/2026	1.40	\$696,848.00
GTR Wenatchee WA	Muni	392397CM5	10/15/2021	9/1/2029	1.60	\$986,892.00
Muni Elec of GA	Muni	62620HCL4	10/19/2021	1/1/2027	1.75	\$437,860.00
Muni Elec of GA	Muni	62620HCZ3	10/19/2021	1/1/2027	1.75	\$438,045.00
Golden Sachs Group	Corp	38150AJC0	11/5/2021	5/5/2024	1.10	\$469,770.00
Burbank IL	Muni	120829JR8	11/9/2021	12/1/2028	1.95	\$1,178,745.75
Hillsborough CNTY FL	Muni	43233AFL5	11/9/2021	8/1/2028	2.25	\$967,858.45
Golden Sachs Group	Corp	38141GRD8	11/18/2021	1/22/2023	0.62	\$748,290.00
Morgan Stanley	Corp	61744YAN8	11/18/2021	1/23/2023	0.55	\$498,300.00
Morgan Stanley	Corp	61746BDJ2	11/18/2021	2/25/2023	0.58	\$747,075.00
State Street Corp	Corp	857477AL7	11/18/2021	5/15/2023	0.57	\$742,447.50
Golden Sachs Group	Corp	38150AJK2	11/24/2021	11/24/2023	1.00	\$477,855.00
Carson CA	Muni	14574AAC8	11/26/2021	1/15/2025	1.30	\$229,359.20
Golden Sachs Group	Corp	38150AJL0	11/26/2021	11/26/2024	1.30	\$457,405.00
Bank of New York Mellon	Corp	06406RAE7	12/3/2021	1/29/2023	0.47	\$448,074.00
Morgan Stanley	Corp	61744YAN8B	12/3/2021	1/23/2023	0.71	\$249,150.00
Morgan Stanley	Corp	61744YAN8C	12/3/2021	1/23/2023	0.66	\$498,300.00
JPMorgan Chase & Co	Corp	46625HRL6	12/3/2021	5/18/2023	0.60	\$494,375.00
E Peoria	Muni	274407ZR9	12/7/2021	1/1/2025	1.00	\$1,083,280.00
Kentucky St Hgr Edu	Muni	49130NFQ7	12/8/2021	6/1/2023	0.78	\$292,392.00
Goldman Sachs Group	Corp	38150AJT3	12/13/2021	12/13/2024	1.50	\$457,570.00
Maine Health & Hgr Edu	Muni	56042RY55	12/15/2021	7/1/2024	1.25	\$468,075.00
Winnegago SD	Muni	974535LZ7	12/15/2021	12/1/2026	1.60	\$476,830.00
Winnegago SD	Muni	974535MA1	12/15/2021	12/1/2027	1.70	\$473,710.00
Maine Health & Hgr Edu	Muni	56042RY63	1/24/2022	7/1/2025	1.85	\$453,055.00
Massachusetts St Dev	Muni	57584YUE7	1/28/2022	7/1/2028	2.87	\$873,970.00
Goldman Sachs Group	Corp	38150AK79	1/31/2022	1/31/2025	1.75	\$460,280.00
Peralta Clg	Muni	713575TD0	2/2/2022	8/1/2024	2.90	\$254,782.50
Peralta Clg	Muni	713575TE8	2/2/2022	8/1/2025	3.15	\$293,735.25
California St Infrac	Muni	13034AD80	2/7/2022	10/1/2025	2.30	\$695,681.00

Wells Fargo & Co	Muni	94974BGH7	2/14/2022	2/19/2025	2.25	\$571,398.30
Madison Macoupin ETC	Muni	557738PT2	2/15/2022	11/1/2025	2.05	\$455,805.00
Morgan Stanley	Corp	61746BDQ6	2/17/2022	4/29/2024	2.10	\$493,602.48
Morgan Stanley	Corp	61761JVL0	2/17/2022	10/23/2024	2.20	\$484,790.00
Citigroup Global Markets	Corp	17330A6V9	2/18/2022	2/18/2025	1.38	\$457,530.00
Goldman Sachs Group	Corp	38150AL37	3/1/2022	2/28/2024	2.20	\$476,620.00
Pomona BJ	Muni	73208PBG5	3/14/2022	8/1/2026	2.47	\$411,655.50
Goldman Sachs Group	Corp	38150ALB9	3/14/2022	3/14/2025	2.70	\$930,950.00
Goldman Sachs Group	Corp	38150AL60	3/14/2022	4/14/2023	1.55	\$490,785.00
Citigroup Global Markets	Corp	17330ALY6	3/15/2022	3/15/2024	2.05	\$476,875.00
JP Morgan	Corp	46640QLE9	3/15/2022	11/14/2022	1.41	\$990,511.11
JP Morgan	Corp	46640QM99	3/15/2022	12/9/2022	1.47	\$989,165.27
Wells Fargo & Co	Corp	94974BGA2	3/16/2022	9/9/2024	2.75	\$630,791.47
Wells Fargo & Co	Corp	94974BGH7B	3/16/2022	2/19/2025	2.90	\$467,507.70
Goldman Sachs Group	Corp	38150AL78	3/16/2022	9/15/2023	2.00	\$487,370.00
Goldman Sachs Group	Corp	38150AL86	3/16/2022	3/15/2024	2.25	\$476,395.00
Hillsborough Aviation	Muni	432275AK1	3/18/2022	10/1/2027	2.83	\$960,180.00
Fed Home Ln Bk	Agency	3130ARBK6	3/21/2022	12/21/2022	1.00	\$995,170.00
New Jersey St	Muni	64577B8C1B	3/22/2022	6/15/2026	3.03	\$650,836.56
Illinois St Sales Tx	Muni	452227SM4	3/23/2022	6/15/2025	2.85	\$447,505.00
Us Treasury	Treasury	912828YV6	3/23/2022	11/30/2024	2.30	\$470,375.00
Hawaii St Apts	Muni	41978CBB0	3/25/2022	7/1/2028	3.50	\$762,623.20
Morgan Stanley	Corp	61746BDQ6B	3/25/2022	4/29/2024	2.70	\$603,291.92
Citigroup Global Markets	Corp	17330AQC9	3/28/2022	3/28/2025	3.30	\$940,330.00
Winnegago County	Muni	974433HX5	3/29/2022	1/1/2025	2.00	\$287,808.00
Hillsborough CNTY FL	Muni	43232VVH1	4/11/2022	7/1/2025	3.20	\$415,795.50
Flagstaff AZ Cops	Muni	338430DF5	4/14/2022	5/1/2027	3.40	\$590,771.40
FL St Dev Fin	Muni	34061UEJ3	4/18/2022	4/1/2027	3.80	\$443,425.00
Chicgo IL Ohara	Muni	167593S78	4/18/2022	1/1/2025	3.00	\$462,150.00
Louisville/Jefferson	Muni	54660DAE9	4/20/2022	5/15/2026	3.45	\$465,845.00
Central Tx Regl	Muni	155498JS8	4/25/2022	1/1/2025	3.45	\$462,420.00
PNC BANK	Corp	05552JAA7	4/25/2022	8/27/2024	3.25	\$476,590.00
NEW YORK	Corp	64966JL20	4/26/2022	8/1/2023	5.00	\$500,720.00
Colorado Bridge	Muni	19633SAZ6	4/26/2022	12/31/2023	3.00	\$473,170.43
Cumberland Co	Muni	230614PU7	4/27/2022	11/1/2025	3.90	\$455,720.00

Cathedral Pub	Muni	14915TBA8	4/28/2022	12/1/2029	4.05	\$458,075.00
UPMC Health System	Muni	90320WAD5	4/29/2022	4/3/2025	3.47	\$480,415.00
Fed Home Ln Bk	Agency	3130ARNT4	4/29/2022	4/29/2027	4.66	\$483,870.00
Citigroup Global Markets	Corp	17330FFT3	4/29/2022	5/29/2023	2.50	\$491,285.00
Wells Fargo & Co	Corp	95001DBH2	5/2/2022	4/29/2025	3.55	\$465,295.00
FHLB Fed Home Loan Bank	Agency	3130ARTA9	5/3/2022	5/3/2028	3.00	\$470,020.00
Riverside CA Pensn	Muni	769036BN3	5/3/2022	6/1/2026	3.60	\$705,628.00
St Clair Co CUSD #187	Muni	788550KU4	5/3/2022	1/1/2028	4.00	\$939,460.00
Covina Pensn	Muni	223047AC5	5/4/2022	8/1/2024	3.30	\$595,129.60
Mi Fin Auth	Muni	59447TH63	5/4/2022	6/1/2024	3.30	\$689,583.80
Pennsylvanai St Econ	Muni	70869PMS3	5/4/2022	6/15/2027	3.90	\$346,275.00
Delaware St Hlth Facs	Muni	246388UP5	5/5/2022	10/1/2023	3.00	\$641,790.60
Oncor Electric Delivery	Corp	68233JAZ7	5/5/2022	4/1/2025	3.46	\$476,610.00
Cumberland Co	Muni	230614PU7B	5/6/2022	11/1/2025	4.13	\$455,720.00
Colorado St Bridge	Muni	19633SAZ6B	5/6/2022	12/31/2023	3.10	\$533,575.17
Citigroup Global Markets	Corp	17330FYW5	5/13/2022	5/13/2025	4.00	\$474,360.00
Wells Fargo & Co	Corp	95001DBJ8	5/17/2022	5/17/2025	4.00	\$476,610.00
Livermore Ca Park & Rec	Muni	53820AAJ3	5/18/2022	2/1/2030	4.80	\$354,184.40
WI Ctr	Muni	976595GY8	5/19/2022	12/15/2028	4.50	\$422,095.00
Victorville CA Elec	Muni	92642CAE4	5/19/2022	5/1/2027	4.35	\$493,840.00
Victorville CA Elec	Muni	92642CAF1	5/19/2022	5/1/2028	4.60	\$494,185.00
Utah St Muni Pwr Agy	Muni	91756TAL5	5/20/2022	7/1/2023	2.70	\$403,399.00
New York St Dorm	Muni	64990CJT9	5/25/2022	7/1/2024	3.60	\$600,018.75
Palm Springs Fin Auth	Muni	69666JHM3	5/25/2022	6/1/2029	4.43	\$275,179.00
Indiana Fin Auth	Muni	45506ECU5	5/31/2022	3/1/2029	4.00	\$421,950.00
Morgan Stanley	Corp	61766YGE5	5/31/2022	4/19/2025	3.45	\$369,115.96
CA St Cmnty Dev Auth	Muni	13080SZQ0	6/2/2022	2/1/2029	4.00	\$581,518.00
San Fernando	Muni	79758UAJ0	6/6/2022	1/1/2030	4.30	\$403,136.85
San Juan CA Unif Sch	Muni	798306WS1	6/9/2022	8/1/2028	4.00	\$359,028.50
Chicago Transit Auth	Muni	16772PCJ3	6/9/2022	12/1/2023	2.90	\$401,466.85
Maine Health & Hgr Edu	Muni	56042RRB0	6/14/2022	7/1/2028	4.30	\$736,152.00
Goldman Sachs Group	Corp	38150AMY8	6/10/2022	12/10/2023	3.35	\$488,000.00
Entergy Gulf	Corp	29365PAP7	6/15/2022	10/1/2024	4.30	\$1,006,310.00
San Jose CA	Muni	798136XZ5	6/15/2022	3/1/2030	4.83	\$399,440.00
Citigroup Global Markets	Corp	17330P5F2	6/15/2022	6/15/2024	3.70	\$483,035.00

Massachusetts St Dev	Muni	57584YS83	6/16/2022	7/1/2026	4.40	\$366,129.00
Pasadena CA Pension	Muni	70227RAW0	6/16/2022	5/1/2025	4.25	\$380,639.90
Wells Fargo & Co	Corp	95001DBX7	6/15/2022	6/15/2025	4.35	\$478,385.00
Goldman Sachs Group	Corp	38141GZP2	6/24/2022	3/15/2024	3.75	\$483,385.00
Citigroup Global Markets	Corp	17330PT41	6/30/2022	6/30/2024	4.40	\$489,995.00
Citigroup Global Markets	Corp	17330PU98	6/30/2022	6/30/2025	4.75	\$476,680.00
Citigroup Global Markets	Corp	17330PU98B	6/30/2022	6/30/2025	4.75	\$476,680.00
Us Treasury	Treasury	912828V23	7/11/2022	12/31/2023	3.01	\$486,680.00
Fed Home Ln Bk	Agency	3130ASG45	7/11/2022	7/11/2025	4.00	\$486,470.00
FL St Dev Fin	Muni	34061UEF1	7/14/2022	4/1/2024	3.50	\$478,815.00
Fed Home Ln Bk	Agency	3130ASJ67	7/14/2022	7/14/2025	4.41	\$490,370.00
El Monte CA	Muni	283299AJ4	7/18/2022	8/1/2029	4.40	\$527,725.00
HI Arpts Sys	Muni	41978CAF2	7/20/2022	7/1/2023	3.50	\$295,248.00
Us Treasury	Treasury	912828P38	7/22/2022	1/31/2023	2.85	\$497,085.00
Pomona BJ	Muni	73208PB9	7/27/2022	8/1/2028	4.00	\$518,282.20
California St Univ	Muni	13077DQF2	7/27/2022	11/1/2027	3.80	\$357,994.50
Fed Home Loan Bank	Agency	3130ASP3	7/28/2022	7/28/2026	4.10	\$482,720.00
Wells Fargo & Co	Corp	95001DC40	7/28/2022	7/28/2025	4.50	\$478,380.00
East Moline	Muni	273695WU6	7/29/2022	1/15/2027	4.05	\$174,474.00
Freddie Mac	Agency	3134GXG32	7/29/2022	7/27/2027	4.00	\$488,430.00
Wells Fargo & Co	Corp	95001DAD2	7/29/2022	6/17/2025	4.00	\$444,850.00
Goldman Sachs Group	Corp	38150ANR2	7/29/2022	7/29/2025	4.50	\$482,005.00
JP Morgan Chase	Corp	48133DN48	8/2/2022	1/29/2024	3.85	\$490,305.00
Bay Area CA Toll Auth	Muni	072024XD9	8/8/2022	4/1/2027	3.55	\$155,298.60
Indiana Fin Auth	Muni	45471ARP9	8/8/2022	11/1/2029	3.80	\$466,320.00
IL Fin Auth	Muni	45204FDV4	8/8/2022	5/15/2028	2.51	\$427,393.69
Tulare Cnty CA Pens	Muni	899154AZ1	8/9/2022	6/1/2027	3.85	\$468,345.00
Fed Farm Credit	Agency	3133ENVL1	8/9/2022	4/27/2028	3.90	\$479,115.00
Us Treasury	Treasury	9128284D9	8/10/2022	3/31/2023	3.00	\$992,830.00
Us Treasury	Treasury	912828P79	8/10/2022	2/28/2023	3.00	\$991,120.00
IL ST B	Muni	452152QT1B	8/10/2022	4/1/2026	4.15	\$969,420.00
Fl Muni Pwr Agy	Muni	342816S22	8/11/2022	10/1/2026	3.50	\$620,584.21
IL Fin Auth	Muni	45204FDV4B	8/11/2022	5/15/2028	4.30	\$543,955.61
Anchorage Muni	Muni	033162JE9	8/12/2022	9/1/2026	3.65	\$213,256.80
Maryland St Hlth & Hgr	Muni	5742186B4	8/12/2022	10/1/2029	4.20	\$422,095.00

FFCB	Agency	3133ENG53	8/16/2022	8/16/2028	4.07	\$483,555.00
Galesburg	Muni	363433BE2	8/16/2022	10/1/2024	3.70	\$565,926.00
FFCB	Agency	3133ENWX4	8/17/2022	5/17/2029	4.08	\$950,270.76
FFCB	Agency	3133ENF96	8/17/2022	8/17/2026	3.96	\$486,585.00
American Express	Corp	025816CY3	8/18/2022	8/1/2025	3.85	\$595,565.80
Fl Muni Pwr Agy	Muni	342816S22B	8/19/2022	10/1/2026	3.60	\$431,253.44
Bank of America Corp	Corp	06048WX39	8/22/2022	8/22/2025	4.00	\$478,740.00
Chicago Transit Auth	Muni	16772PCN4	8/24/2022	12/1/2027	3.95	\$443,315.00
Vineland NJ	Muni	9273963G4	8/24/2022	4/15/2029	3.19	\$443,520.00
Freddie Mac	Agency	3134GXN83	8/24/2022	2/24/2025	3.50	\$492,345.00
Riverside Co	Muni	76913CBC2B	8/24/2022	2/15/2028	4.23	\$671,147.22
FHLB Fed Home Loan Bank	Agency	3130ASUJ6	8/25/2022	8/25/2025	4.77	\$490,605.00
LA Habra CA Pension	Muni	503433AT1	8/26/2022	8/1/2030	4.40	\$805,561.95
Spartanburg Regl Hlth	Muni	847113CD7	8/30/2022	4/15/2027	4.35	\$917,500.00
JP Morgan Chase	Corp	48133MBT6	8/31/2022	8/30/2024	4.16	\$490,065.00
SC PUB SVC AUTH	Muni	837151XE4	9/2/2022	12/1/2025	4.00	\$448,335.00
Buena PL CA Pensn	Muni	119174AJ9	9/6/2022	7/1/2030	4.70	\$386,500.00
Illinois St	Muni	4521527S4B	9/9/2022	10/1/2024	4.25	\$391,025.25
Golder Ranch Fire Dist	Muni	38138QAH0	9/14/2022	7/1/2029	4.40	\$331,268.00
New Orleans Sewage	Muni	647719QA4	9/14/2022	6/1/2026	4.25	\$470,954.00
Fontana CA Unif	Muni	344640WP8	9/14/2022	8/1/2030	4.40	\$396,265.00
Downey Pensn	Muni	260888AE2	9/21/2022	6/1/2027	4.45	\$343,500.00
Richmond CA Pensn	Muni	764464AF0	9/21/2022	1/15/2028	4.90	\$479,920.00
Richmond CA Pensn	Muni	764464AG8	9/21/2022	1/15/2029	4.90	\$951,180.20
San Diego CA Conv Ctr	Muni	79727LBV0	9/21/2022	4/15/2028	4.65	\$349,488.00
Erie Cnty NY	Muni	295084TM9	9/21/2022	4/1/2026	4.30	\$434,242.90
Muni Elec of GA	Muni	62620HCN0	9/21/2022	1/1/2029	5.03	\$650,519.50
Sumter Landing FL	Muni	86657MBP0	9/22/2022	10/1/2025	4.85	\$1,093,003.00
Us Treasury	Treasury	91282CEG2	9/23/2022	3/31/2024	4.16	\$483,655.00
Us Treasury	Treasury	91282CDV0	9/23/2022	1/31/2024	4.15	\$477,220.00
JP Morgan	Corp	48133MDN7	9/23/2022	9/23/2024	4.75	\$496,020.00
Illinois St	Muni	4521527S4C	9/26/2022	10/1/2024	4.80	\$479,894.63
Inglewood JT Pwrs	Corp	45710PAJ9	9/27/2022	8/1/2029	5.00	\$752,345.75
Jefferson Federal Credit Union	Corp	474067BH7	9/28/2022	6/28/2023	4.00	\$244,495.30

Capital One	Corp	14042RUQ2	9/30/2022	9/30/2026	4.25	\$239,984.85
Us Alliance	Corp	90352RCT0	9/30/2022	9/30/2024	4.00	\$241,841.95
Goldman Sachs Group	Corp	38150AHG3B	9/30/2022	8/30/2024	5.63	\$459,385.00
Mountain America Fed CU	Muni	62384RAP1	10/14/2022	10/13/2023	4.50	\$244,963.25
San Antonio Tax Edu	Muni	796247CQ5	10/18/2022	6/1/2030	5.45	\$642,285.50
St Louis Arpt	Muni	791781EB9	10/20/2022	5/1/2026	5.00	\$296,034.00
Citigroup Global Markets	Corp	17330RVT9	10/20/2022	10/20/2025	5.70	\$497,535.00
KS Muni Energy Agy	Muni	48526VBR7	10/26/2022	7/1/2025	5.60	\$434,632.75
Wells Fargo & Co	Corp	95001DCG3	10/28/2022	10/28/2025	6.00	\$500,305.00
Amount Total					2.9180%	\$175,443,137.63
Amount Total						\$257,645,983.14
Northshore 1						
PNC BANK	Corp	69349LAG3	12/12/2019	11/1/2022	2.063%	\$101,775.00
BAIDU	Corp	056752AB4	11/18/2019	11/28/2022	0.779%	\$157,942.50
BAIDU	Corp	056752AB4	11/19/2021	11/28/2022	0.857%	\$116,141.40
MUFG	Corp	90520EAK7	12/11/2019	12/9/2022	2.065%	\$200,202.00
CAMDEN PROP	Corp	133131AT9	12/10/2019	12/15/2022	2.161%	\$25,572.83
TUCSON	Corp	898813AL4	3/6/2020	3/15/2023	1.789%	\$53,020.50
BOOKING	Corp	741503BB1	3/18/2020	3/15/2023	3.405%	\$80,485.46
BOOKING	Corp	741503BB1	3/24/2020	3/15/2023	4.299%	\$9,572.50
BOOKING	Corp	741503BB1	3/24/2020	3/15/2023	2.526%	\$50,309.50
FED REALTY	Corp	313747AT4	4/19/2021	6/1/2023	0.766%	\$129,153.44
ORIX CORP	Corp	666330AL5	4/19/2021	1/16/2024	0.721%	\$113,381.84
ORIX CORP	Corp	666330AL5	10/29/2021	1/16/2024	0.902%	\$64,129.20
BofA	Corp	06051GFB0	3/11/2021	1/22/2024	0.814%	\$388,283.37
BofA	Corp	06051GFB0	3/17/2022	1/22/2024	0.808%	\$51,510.50
BofA	Corp	06051GFB0	3/4/2022	1/22/2024	1.923%	\$36,418.20
BMO	Corp	06367WHH9	3/12/2021	2/5/2024	2.441%	\$536,110.00
BNS	Corp	064159MK9	3/12/2021	2/11/2024	0.722%	\$215,418.00
GOOGLE	Corp	38259PAD4	3/19/2021	2/25/2024	0.790%	\$26,870.50
MITSUBISHI	Corp	606822BD5	3/19/2021	3/7/2024	0.814%	\$75,310.20
MITSUBISHI	Corp	606822BD5	3/12/2021	3/7/2024	1.423%	\$12,919.20
MITSUBISHI	Corp	606822BD5	11/18/2021	3/7/2024	0.964%	\$29,554.00

EDISON CO	Corp	842400HK2	9/14/2021	8/1/2024	0.878%	\$484,336.40
EDISON CO	Corp	842400HK2	9/30/2021	8/1/2024	0.914%	\$160,272.00
CREDIT SUISSE	Corp	22546QAP2	11/22/2021	9/9/2024	1.186%	\$266,722.50
CREDIT SUISSE	Corp	22546QAP2	12/31/2021	9/9/2024	1.248%	\$356,013.35
ALIBABA	Corp	01609WAQ5	12/31/2021	11/28/2024	1.672%	\$295,026.83
ALIBABA	Corp	01609WAQ5	1/10/2022	11/28/2024	1.728%	\$184,171.75
ALIBABA	Corp	01609WAQ5	1/20/2022	11/28/2024	1.895%	\$26,179.00
ALIBABA	Corp	01609WAQ5	2/3/2022	11/28/2024	1.828%	\$104,429.00
ALIBABA	Corp	01609WAQ5	2/24/2022	11/28/2024	2.453%	\$206,080.00
SUMITOMO	Corp	86562MBV1	1/20/2022	1/15/2025	1.809%	\$10,156.00
SUMITOMO	Corp	86562MBV1	1/24/2022	1/15/2025	1.831%	\$35,521.25
SUMITOMO	Corp	86562MBV1	1/19/2022	1/15/2025	1.715%	\$203,672.00
BROOKFIELD ASSET MNGMT	Corp	112585AH7	8/31/2022	1/15/2025	4.254%	\$54,687.05
BROOKFIELD ASSET MNGMT	Corp	112585AH7	9/6/2022	1/15/2025	4.375%	\$19,832.80
BROOKFIELD ASSET MNGMT	Corp	112585AH7	9/8/2022	1/15/2025	4.446%	\$227,723.00
BROOKFIELD ASSET MNGMT	Corp	112585AH7	9/22/2022	1/15/2025	4.665%	\$64,058.80
WELLS FARGO	Corp	94974BGH7	2/8/2022	2/19/2025	2.105%	\$27,705.57
WELLS FARGO	Corp	94974BGH7	6/13/2022	2/19/2025	3.558%	\$9,858.10
WELLS FARGO	Corp	94974BGH7	6/15/2022	2/19/2025	4.025%	\$19,483.60
WELLS FARGO	Corp	94974BGH7	6/30/2022	2/19/2025	3.928%	\$43,968.60
WELLS FARGO	Corp	94974BGH7	9/28/2022	2/19/2025	5.078%	\$118,260.04
WELLS FARGO	Corp	94974BGH7	10/11/2022	2/19/2025	5.115%	\$195,483.90
MITSUBISHI	Corp	606822BN3	1/27/2022	2/25/2025	1.900%	\$201,742.00
MITSUBISHI	Corp	606822BN3	1/28/2022	2/25/2025	1.967%	\$21,140.29
MITSUBISHI	Corp	606822BN3	2/3/2022	2/25/2025	1.959%	\$41,283.31
BOOKING	Corp	741503AW6	3/30/2022	3/15/2025	3.079%	\$96,520.95
BOOKING	Corp	741503AW6	4/26/2022	3/15/2025	3.578%	\$100,388.00
TORONTO DOMINION	Corp	89114V5S2	8/4/2022	3/16/2026	4.019%	\$47,872.50
BMO	Corp	06368GNS2	4/14/2022	4/14/2025	3.400%	\$225,000.00
HARMAN INDUSTRIES	Corp	413086AH2	8/19/2022	5/15/2025	4.124%	\$100,060.00
COMM HSPTLS	Corp	20369EAA0	5/23/2022	5/25/2025	3.920%	\$176,505.00
COMERICA	Corp	200339DX4	7/28/2022	7/27/2025	4.334%	\$445,815.00
AMERICAN EXPRESS	Corp	025816CY3	8/23/2022	8/1/2025	4.130%	\$298,530.00
AMERICAN EXPRESS	Corp	025816CY3	8/26/2022	8/1/2025	4.183%	\$298,530.00
AMERICAN EXPRESS	Corp	025816CY3	9/2/2022	8/1/2025	4.265%	\$177,464.18

FHLB	Agency	3130AJRP6	3/12/2021	6/30/2025	0.863%	\$24,851.50
FHLB	Agency	3130A0F70	5/4/2022	12/8/2023	3.000%	\$10,115.71
FHLB	Agency	3130ASWE5	8/30/2022	8/25/2026	4.250%	\$50,000.00
LOS ANGELES CA	Muni	5445872Q0	4/12/2021	11/1/2022	0.550%	\$413,518.45
ROSEMONT IL	Muni	777543RN1	7/10/2019	12/1/2022	2.970%	\$48,285.45
COOK CNTY IL	Muni	21614TDA5	7/12/2019	12/15/2022	2.438%	\$40,734.40
OAKLAND CA	Muni	672319CD0	3/19/2021	12/15/2022	0.700%	\$317,076.00
ATLANTA GA	Muni	047849GP3	7/24/2019	1/1/2023	2.501%	\$10,360.00
TN HSG DEV AGCY	Muni	880461MA3	12/18/2019	1/1/2023	2.127%	\$10,019.80
CHICAGO IL WSTWTR	Muni	167727VU7	12/23/2019	1/1/2023	2.159%	\$107,191.00
CHICAGO IL WSTWTR	Muni	167727VU7	12/27/2019	1/1/2023	2.124%	\$107,272.00
CONNECTICUT ST	Muni	20772KAE9	7/12/2019	1/15/2023	2.418%	\$50,956.00
NJ ECON DEV	Muni	645913BB9	7/16/2019	2/15/2023	2.795%	\$45,272.60
NJ ECON DEV	Muni	645913BB9	12/10/2019	2/15/2023	2.364%	\$92,758.00
NJ ECON DEV	Muni	645913BB9	12/18/2019	2/15/2023	2.416%	\$9,269.70
NJ ECON DEV	Muni	645913BB9	4/29/2020	2/15/2023	2.761%	\$9,262.40
WI ST GEN FUND	Muni	977100GV2	1/27/2021	5/1/2023	0.500%	\$77,103.00
NTHRN ARIZ UNIV	Muni	6647544Z8	1/29/2020	6/1/2023	2.114%	\$50,049.00
RIVERSIDE CA	Muni	769036BK9	3/19/2021	6/1/2023	0.750%	\$51,255.00
AZUSA CA	Muni	055030BJ8	1/6/2020	8/1/2023	2.231%	\$26,003.50
NATOMAS USD CA	Muni	63877NMK0	10/1/2020	8/1/2023	0.800%	\$100,000.00
VERNON CA	Muni	924397DC3	3/12/2021	8/1/2023	1.642%	\$21,122.00
SANTA CRUZ CA	Muni	80182YCU9	7/25/2019	9/1/2023	2.524%	\$20,368.00
DUPAGE CNTY IL	Muni	263493WR5	7/19/2019	11/1/2023	3.071%	\$61,023.00
PHIL PA	Muni	717868FV0	12/13/2019	11/1/2023	2.239%	\$26,362.50
ROLLINS COLLEGE FL	Muni	34073TNR4	10/29/2020	12/1/2023	1.200%	\$25,281.75
BENSENVILLE IL	Muni	082419D74	3/19/2021	12/15/2023	0.750%	\$51,690.50
ST CLAIR CN IL	Muni	788244DW8	7/12/2019	12/30/2023	2.489%	\$32,598.60
WILL CNTY IL	Muni	968794FX0	7/19/2019	1/1/2024	2.966%	\$42,556.80
NC HSG FA HOME	Muni	658207RQ0	7/19/2019	1/1/2024	2.569%	\$15,415.50
LAKE CNTY IL	Muni	509262FC0	12/19/2019	1/1/2024	2.475%	\$21,354.60
NYC NY TRAN AUTH	Muni	64971WSZ4	1/30/2020	2/1/2024	1.914%	\$20,641.00
EVERGREEN AL	Muni	300155EH7	10/27/2020	5/1/2024	1.000%	\$82,752.80
SAN DIEGO CA	Muni	797330AH0	3/15/2021	6/1/2024	1.495%	\$15,984.00
HOMESTEAD FL	Muni	437765AG5	12/24/2019	7/1/2024	2.227%	\$46,414.35

TULARE CA	Muni	899115AZ2	7/19/2019	8/1/2024	2.629%	\$10,503.00
HILTON HEAD PUB	Muni	432845FC4	7/25/2019	8/1/2024	3.449%	\$5,058.00
MS ST DEV BANK	Muni	60534WBW7	12/27/2019	8/1/2024	2.340%	\$25,245.00
NATOMAS USD CA	Muni	63877NML8	10/1/2020	8/1/2024	0.950%	\$50,000.00
OCEANSIDE CA	Muni	67537RAU5	7/16/2019	9/1/2024	2.671%	\$20,789.20
ROSEVILLE CA	Muni	777865BC9	3/15/2021	9/1/2024	1.005%	\$15,745.50
MACOMB CNTY MI	Muni	554885J46	7/16/2019	11/1/2024	2.443%	\$31,158.00
NY NY CITY HSG DEV	Muni	64972CZ97	7/2/2019	11/1/2024	2.646%	\$20,592.20
PITTSBURGH PA	Muni	725303BN0	7/16/2019	12/1/2024	2.739%	\$10,310.00
CHICAGO IL TRANSIT	Muni	16772PCK0	9/3/2020	12/1/2024	2.064%	\$150,000.00
FT LAUDERDALE FL	Muni	347622CL4	7/18/2019	1/1/2025	3.036%	\$26,295.25
NC HSG FA HOME	Muni	658207RS6	7/17/2019	1/1/2025	2.650%	\$46,759.50
LAKE CNTY IL	Muni	509262FD8	12/27/2019	1/1/2025	2.385%	\$108,762.00
CARSON CA	Muni	14575TBV3	12/10/2019	2/1/2025	2.435%	\$72,632.30
NJ ECON DEV	Muni	645913BD5	3/15/2021	2/1/2025	1.373%	\$54,025.74
NJ ECON DEV	Muni	645913BD5	11/10/2021	2/1/2025	1.319%	\$100,591.05
SEYMOUR CT	Muni	818546F81	7/19/2019	3/1/2025	2.542%	\$25,595.00
CONNECTICUT ST	Muni	20772GE79	12/10/2019	3/15/2025	2.350%	\$233,672.00
MI ST HSG RNTL	Muni	59465MV93	12/13/2019	4/1/2025	2.393%	\$25,522.50
NEW YORK CITY NY	Muni	64971W6B1	1/6/2020	5/1/2022	2.228%	\$108,257.10
GLENDORA CA	Muni	378612AH8	3/17/2021	6/1/2025	0.886%	\$52,270.00
SAVANNAH GA	Muni	80483CRF0	6/22/2022	6/15/2025	4.250%	\$87,889.25
MASS SYST HLTH	Muni	57584XCS8	7/17/2019	7/1/2025	2.885%	\$37,058.00
UNIV OK	Muni	91476PPM4	12/13/2019	7/1/2025	2.314%	\$31,644.00
MINN ST HSG FIN AGY	Muni	60416SJ50	12/24/2019	7/1/2025	2.475%	\$5,195.50
SAN FRANCISCO CA	Muni	797669ZK7	3/19/2021	7/1/2025	0.950%	\$42,106.80
FL STATE BOARD	Muni	341271AD6	6/7/2022	7/1/2025	3.500%	\$74,826.40
RIVERSIDE CA	Muni	769059XX9	7/17/2019	8/1/2025	2.648%	\$25,453.75
SAN BERNARDINO CA	Muni	796720NR7	3/16/2021	8/1/2025	0.850%	\$141,631.00
SANTA ANA CA	Muni	801181CY2	3/19/2021	8/1/2025	0.950%	\$148,680.00
IDAHO ST BLDG AUTH	Muni	451443ZY4	12/27/2019	9/1/2025	2.334%	\$52,475.00
OSCEOLA COUNTY	Muni	68803EAH8	7/25/2019	10/1/2025	2.644%	\$10,210.00
FL ST MUNI PWR AGY	Muni	342816P90	12/24/2019	10/1/2025	2.526%	\$51,420.00
NC ST UNIV	Muni	658289B69	12/24/2019	10/1/2025	2.500%	\$15,298.50
SAN MARCOS CA	Muni	79876CBV9	12/24/2019	10/1/2025	2.484%	\$71,927.10

MIDDLESEX CNTY NJ	Muni	596567BY2	1/6/2020	10/1/2025	2.650%	\$34,394.40
UNIV OF HAWAII HI	Muni	91428LMM5	10/28/2020	10/1/2025	1.093%	\$101,000.00
VA ST RED AUTH	Muni	92818LJ52	7/17/2019	11/1/2025	2.736%	\$20,704.40
KALAMAZOO MI	Muni	4832063W6	7/17/2019	12/1/2025	2.789%	\$10,417.00
MA ST HSG	Muni	57587AZB7	7/23/2019	12/1/2025	2.673%	\$52,545.00
HOMEWOOD AL	Muni	437887GV8	12/12/2019	12/1/2025	2.565%	\$100,007.00
HOMEWOOD AL	Muni	437887GV8	12/16/2019	12/1/2025	2.589%	\$99,871.00
TX ST PFA	Muni	8827568L6	12/17/2019	12/1/2025	2.545%	\$20,023.00
NH ST HSG	Muni	64469DD99	7/19/2019	1/1/2026	2.719%	\$5,122.50
MINN ST HSG FIN AGY	Muni	60416SF39	2/24/2020	1/1/2026	2.200%	\$5,450.60
NJ ECON DEV	Muni	645913BE3	12/18/2019	2/15/2026	2.691%	\$76,341.60
NJ ECON DEV	Muni	645913BE3	4/29/2020	2/15/2026	3.278%	\$11,596.06
NJ ECON DEV	Muni	645913BE3	5/7/2020	2/15/2026	3.089%	\$8,378.20
CO HSG & FIN AUT	Muni	196479J34	7/23/2019	4/1/2026	2.601%	\$5,259.00
PHILI PA AUTH	Muni	71781LBD0	1/6/2020	4/15/2026	2.763%	\$4,209.10
PHILI PA AUTH	Muni	71781LBD0	1/6/2020	4/15/2026	2.764%	\$168,350.00
NV SYS HGR ED UNIV	Muni	641496MP6	7/25/2019	7/1/2026	2.630%	\$20,466.00
NV SYS HGR ED UNIV	Muni	641496MP6	10/27/2022	7/1/2026	5.490%	\$13,770.45
SAN FRAN CA REDEV	Muni	79770GGG5	7/2/2019	8/1/2026	2.703%	\$21,190.60
ANTELOPE VY CA	Muni	03667PFQ0	7/11/2019	8/1/2026	2.653%	\$31,257.30
NEW YORK NY	Muni	64966MEH8	7/11/2019	8/1/2026	2.653%	\$9,876.50
OK A&M CLG	Muni	678505FR4	7/26/2019	8/1/2026	2.613%	\$30,357.00
NEW HAVEN CT	Muni	6450208L5	12/23/2019	8/1/2026	2.584%	\$100,937.00
MASS ST WTR	Muni	576051VZ6	12/27/2019	8/1/2026	2.467%	\$29,436.00
BRAWLEY CA	Muni	105710AF4	7/26/2019	9/1/2026	3.275%	\$20,306.20
BRAWLEY CA	Muni	105710AF4	7/12/2019	9/1/2026	3.185%	\$51,056.00
WEST PALM BEACH FL	Muni	955116BJ6	10/28/2020	10/1/2026	1.400%	\$76,032.60
MIDDLESEX CNTY NJ	Muni	596567BZ9	2/8/2022	10/1/2026	2.600%	\$26,605.80
NJ ST HSG & MTG	Muni	646108WS5	12/30/2019	11/1/2026	2.757%	\$31,404.00
NJ ST HSG & MTG	Muni	646108WS5	10/31/2022	11/1/2026	5.312%	\$18,758.00
DELAWARE CITY OH	Muni	246199KV4	12/23/2019	12/1/2026	2.473%	\$84,322.00
NY ST THRUWAY AUTH	Muni	650009S38	1/6/2020	1/1/2027	2.504%	\$169,952.40
OHIO ST TURNPIKE	Muni	67760HMV0	4/21/2021	2/15/2027	1.550%	\$36,149.75
FULTON COUNTY	Muni	36005FBL8	12/31/2019	3/15/2027	2.715%	\$70,517.85
SPARTANSBURG SC	Muni	847219AH5	12/17/2019	4/1/2027	2.504%	\$60,024.00

YONKERS NY	Muni	986082F26	12/9/2019	5/1/2027	2.645%	\$201,638.00
YONKERS NY	Muni	986082F26	6/11/2020	5/1/2027	2.235%	\$10,338.70
MONTEREY PK CA	Muni	61255QAF3	2/8/2022	6/1/2027	2.609%	\$18,836.80
HAWAII ST ARPTS	Muni	41978CAK1	5/21/2021	7/1/2027	2.245%	\$30,669.00
SAN JOSE CA	Muni	798170AK2	9/1/2020	8/1/2027	1.474%	\$105,906.00
LOUISIANA ST	Muni	54651RCS6	3/19/2021	9/1/2027	1.600%	\$492,150.00
EL DORADO AR	Muni	28304CCG0	12/30/2019	10/1/2027	2.580%	\$101,464.00
EL DORADO AR	Muni	28304CCG0	12/27/2019	10/1/2027	2.580%	\$101,466.00
NEWARK NJ	Muni	6503667Y7	3/4/2022	4/1/2028	3.203%	\$61,835.25
UNIV CA	Muni	91412GQK4	1/30/2020	5/15/2028	2.263%	\$16,259.40
NEW HAVEN CT	Muni	6450206G8	4/17/2020	8/1/2028	3.187%	\$43,606.80
NY NY HSG DEV	Muni	64972EGH6	5/20/2021	11/1/2028	2.184%	\$31,506.00
GENESEO IL	Muni	371784HT9	2/8/2022	2/1/2029	2.734%	\$28,136.10
GARDENA CA	Muni	365471AJ0	5/10/2022	4/1/2029	4.000%	\$63,441.00
FRESNO CA	Muni	3582325T9	5/10/2022	8/1/2029	4.000%	\$47,742.50
FNMA POOL 890807	MBS	31410LU83	8/19/2019	10/1/2032	2.315%	\$14,861.93
FNMA POOL AR6867	MBS	3138W4TZ4	1/16/2020	2/1/2028	1.962%	\$90,461.87
FNMA POOL MA1045	MBS	31418AET1	2/25/2020	4/1/2027	2.007%	\$54,038.84
FNMA POOL MA1475	MBS	31418AT99	7/30/2019	6/1/2023	2.328%	\$5,400.74
FNMA POOL MA3702	MBS	31418DDG4	1/14/2020	6/1/2039	2.404%	\$44,341.78
FNR 2013-104 MA	MBS	3136AGSE3	12/10/2019	6/25/2032	2.058%	\$65,384.62
FNR 2012-128 NE	MBS	3136A9VT2	12/18/2019	8/25/2042	2.178%	\$117,166.30
FNR 2012-22 CA	MBS	3136A4BF5	12/23/2019	3/25/2041	2.130%	\$20,171.29
FNR 2013-94 GK	MBS	3136AGHX3	12/31/2019	2/25/2041	2.074%	\$13,144.00
FNMA SER 2017-94 AC	MBS	3136AYWX7	1/23/2020	11/25/2047	2.290%	\$34,535.96
FNMA SER 2013-6 TA	MBS	3136ABV42	5/21/2020	1/25/2043	1.322%	\$45,056.94
FNMA SER 2016-48 QP	MBS	3136ATLD4	6/30/2020	1/25/2045	1.526%	\$14,914.59
FNMA SER 2018-81 A	MBS	3136B3DG2	7/29/2020	9/25/2050	1.030%	\$53,455.81
FNMA SER 2012-55 PC	MBS	3136A53L8	1/15/2021	5/25/2042	1.452%	\$139,538.77
FNMA SER 2020-95 UA	MBS	3136BDQL5	1/29/2021	1/25/2051	0.974%	\$32,656.33
FNR 2021-17 EA	MBS	3136BFR21	3/31/2021	4/25/2051	1.456%	\$436,870.94
FNR 2021-30 PA	MBS	3136BFYE7	3/31/2021	4/25/2051	1.456%	\$433,922.23
FNR 2020-1 AC	MBS	3136B8NW5	7/30/2021	8/25/2058	1.552%	\$168,490.64
FHLMC SER 4315 CA PT	MBS	3137B8H59	7/30/2019	1/15/2023	2.381%	\$174.23
FHLMC SER 3877 BJ	MBS	3137ACCY3	8/19/2019	11/15/2040	2.315%	\$2,827.74

FHLMC FHR 3806 JA	MBS	3137A6YN6	12/31/2019	2/15/2026	2.078%	\$41,072.04
FHLMC FHR 4293 MH	MBS	3137B7HJ1	6/8/2020	12/15/2041	1.244%	\$19,551.00
FHLMC CL 30 SERIES 269	MBS	3128HXVV4	9/30/2020	8/15/2042	1.249%	\$108,297.86
FHLMC FHR 4632 MA	MBS	3137BSS87	10/26/2020	8/15/2054	1.357%	\$46,770.58
FHLMC FHR 3940 MY	MBS	3137AGYB0	11/30/2020	10/15/2041	1.542%	\$64,856.76
FHLMC FHR 5092 PB	MBS	3137FYD45	3/31/2021	9/25/2050	1.449%	\$435,643.40
FHLMC FHR 4577 HM	MBS	3137BNHN7	5/28/2021	12/15/2050	1.590%	\$96,115.65
FHLMC FHR 4929 CP	MBS	3137FPK20	6/28/2021	10/28/2048	1.420%	\$347,306.88
FHLMC FHR 5272 AC	MBS	3137H9CG2	10/28/2022	1/25/2040	5.376%	\$250,625.00
FHLMC C91440	MBS	3128P7S53	11/29/2019	3/1/2032	2.266%	\$13,855.66
FHLMC FG D98438	MBS	3128E5LT4	12/12/2019	11/1/2030	2.242%	\$18,799.36
FHLMC FG J35336	MBS	31307R4V4	12/17/2019	9/1/2031	2.221%	\$73,947.59
FHLMC C91596	MBS	3128P7XZ1	12/12/2019	2/1/2033	2.264%	\$128,321.94
FHLMC FG C91437	MBS	3128P7S20	12/19/2019	4/1/2032	2.336%	\$135,412.71
FHLMC FG J23437	MBS	31307BZA1	12/31/2019	4/1/2028	2.056%	\$119,075.91
FHLMC FG J25191	MBS	31307DXU5	2/25/2020	8/1/2023	1.817%	\$11,061.68
FHLMC FG SD8078	MBS	3132DV6P5	10/7/2020	7/1/2050	1.988%	\$72,080.87
GNMA 2012-98 HG	MBS	38375GZY0	7/9/2019	8/20/2041	2.465%	\$13,519.24
GNMA 2010-112 QA	MBS	38377KB82	7/19/2019	9/16/2040	2.406%	\$57,270.96
GNMA 2013-144 CA	MBS	38378UC39	7/18/2019	5/16/2040	2.401%	\$22,239.17
GNMA 2014-6 PC	MBS	38378PW79	8/23/2019	6/16/2043	2.243%	\$29,721.20
GNMA 2013-47 EC	MBS	38378JZD7	12/11/2019	12/20/2040	2.117%	\$65,088.72
GNMA 2013-99 PC	MBS	38378VSF3	12/11/2019	12/16/2041	2.189%	\$62,439.54
GNMA 2008-54 DE	MBS	3837428C0	9/22/2020	6/16/2038	1.370%	\$37,374.56
GNMA 2017-134 BA	MBS	38380GF25	12/4/2020	11/20/2046	1.144%	\$65,820.97
GNMA 2021-33 AH	MBS	38380RUT5	4/21/2021	10/16/2062	1.472%	\$231,868.20
GNMA 2021-61 AC	MBS	38380RR36	4/30/2021	6/16/2063	1.629%	\$255,171.02
GNMA 2021-112 AB	MBS	38381DQW3	6/30/2021	10/16/2063	1.643%	\$55,973.57
GS MST CL A4 SER 14-GC24	MBS	36253GAD4	12/21/2020	9/10/2047	1.350%	\$228,464.14
GS MST CL A2 SER 15-GS1	MBS	36252AAB2	12/31/2020	11/13/2048	1.528%	\$100,000.00
CITI MST CL A3 SER 15-GC33	MBS	29425AAC7	3/11/2021	9/10/2058	1.320%	\$559,071.80
WFC MST CL A3 SER 15-C31	MBS	94989WAR8	3/19/2021	11/15/2048	1.548%	\$451,152.18
Amount Total					2.115%	\$20,929,56.03

Northshore 2						
BAIDU INC	Corp	056752AB4	3/29/2022	11/28/2022	1.993%	\$201,966.00
MIZUHO FIN GRP	Corp	60687YAP4	3/28/2022	3/5/2023	2.118%	\$202,870.00
BANK OF AMERICA	Corp	06051GFB0	3/29/2022	1/22/2024	2.476%	\$257,260.00
ADVANCED MICRO DEVICES	Corp	983919AJ0	3/29/2022	6/1/2024	2.849%	\$250,520.00
EVERNORTH HEALTH	Corp	30219GAK4	3/29/2022	6/15/2024	2.950%	\$222,565.20
SOUTHERN CALIF EDISON	Corp	842400HK2	3/29/2022	8/1/2024	3.056%	\$239,386.50
CREDIT SUISSE NY	Corp	22546QAP2	3/29/2022	9/9/2024	3.065%	\$253,269.75
AVALONBAY COMM	Corp	05348EAU3	3/29/2022	11/15/2024	2.977%	\$120,560.36
AVALONBAY COMM	Corp	05348EAU3	10/24/2022	11/15/2024	5.181%	\$113,189.31
PUBLIC SERVICE ELECTRIC	Corp	74456QBK1	3/29/2022	11/15/2024	2.838%	\$201,061.00
ALIBABA GRP HLDGS	Corp	01609WAQ5	3/29/2022	11/28/2024	3.337%	\$201,326.00
SUMITOMO MITSUI	Corp	86562MBV1	3/28/2022	1/15/2025	3.177%	\$195,592.00
BROOKFIELD ASSET MNGMT	Corp	112585AH7	8/31/2022	1/15/2025	4.254%	\$11,931.72
BROOKFIELD ASSET MNGMT	Corp	112585AH7	10/21/2022	1/15/2025	5.453%	\$181,345.12
JPMORGAN CHASE	Corp	46625HKC3	3/29/2022	1/23/2025	2.930%	\$251,300.00
NATIONAL RURAL UTIL	Corp	637432ND3	3/29/2022	1/27/2025	2.853%	\$149,985.00
WELLS FARGO	Corp	94974BGH7	6/10/2022	2/19/2025	3.480%	\$24,693.00
WELLS FARGO	Corp	94974BGH7	7/8/2022	2/19/2025	3.759%	\$9,812.50
WELLS FARGO	Corp	94974BGH7	9/26/2022	2/19/2025	4.886%	\$17,240.40
BOOKINGS HOLDINGS	Corp	741503AW6	3/28/2022	3/15/2025	2.856%	\$102,059.00
BOOKINGS HOLDINGS	Corp	741503AW6	3/29/2022	3/15/2025	2.982%	\$101,878.00
BMO	Corp	06368GNS2	4/14/2022	4/14/2025	3.400%	\$300,000.00
FHLB	Agency	3130A0F70	3/28/2022	12/8/2023	2.255%	\$208,789.84
FHLB	Agency	3130AP3J2	3/28/2022	1/30/2025	2.579%	\$236,201.75
FFCB	Agency	3133ELX33	3/28/2022	7/22/2025	2.748%	\$191,710.09
FHLMC	Agency	3134GWUV6	3/28/2022	9/30/2025	2.788%	\$73,980.80
FFCB	Agency	3133EL4C5	3/28/2022	2/18/2026	2.856%	\$46,058.50
FHLB	Agency	3130ANE48	3/28/2022	8/17/2026	3.405%	\$13,782.33
FFCB	Agency	3133EM4S8	3/28/2022	9/8/2026	2.943%	\$31,997.32
FHLB	Agency	3130ANWV8	3/28/2022	9/8/2029	2.939%	\$78,094.43
FHLB	Agency	3130ARGU9	4/14/2022	4/14/2026	2.848%	\$199,640.00
FHLB	Agency	3130ASWE5	8/30/2022	8/25/2026	4.250%	\$30,000.00
TREASURY	Treasury	912828W71	3/28/2022	3/31/2024	2.316%	\$99,619.11

TREASURY	Treasury	9128284F4	3/28/2022	3/31/2025	2.523%	\$248,648.00
TREASURY	Treasury	91282CBT7	3/28/2022	3/31/2026	2.597%	\$232,522.49
TREASURY	Treasury	912828ZE3	3/28/2022	3/31/2027	2.559%	\$227,367.49
NORTH SHORE CA	Muni	65881CAC4	5/13/2022	6/1/2023	2.900%	\$44,389.35
PUEBLO CNTY COPS	Muni	744829DR0	10/21/2022	9/15/2023	4.950%	\$115,402.80
ONTARIO	Muni	683042AJ4	3/29/2022	5/15/2025	2.938%	\$59,928.00
SAVANNAH GA	Muni	80483CRF0	6/22/2022	6/15/2025	4.250%	\$13,877.25
HAWAII ST	Muni	419794F56	3/29/2022	7/1/2025	2.963%	\$95,158.00
FL STATE BOARD	Muni	341271AD6	6/7/2022	7/1/2025	3.500%	\$23,383.25
MASS EDU AUTH	Muni	57563RPM5	3/28/2022	7/1/2026	3.234%	\$77,377.50
HEMET	Muni	423542RU5	3/29/2022	8/1/2026	3.081%	\$129,262.00
RUTGERS	Muni	783186UK3	3/29/2022	5/1/2027	3.235%	\$45,875.00
FLORIDA ST	Muni	341271AE4	3/29/2022	7/1/2027	3.096%	\$93,297.00
CLEVELAND	Muni	186387VG8	3/28/2022	10/1/2027	3.281%	\$18,952.00
MONTCLAIR	Muni	612200AZ8	3/28/2022	10/1/2027	3.271%	\$24,220.00
COOK CNTY	Muni	216146JG6	3/28/2022	12/1/2027	3.293%	\$23,056.75
CHICAGO HEIGHTS	Muni	167393NR4	3/28/2022	12/1/2027	3.382%	\$257,337.50
NY URBAN DEV	Muni	64985TDE8	3/28/2022	3/15/2028	3.318%	\$50,369.00
NEW YORK ST	Muni	64990FD76	3/28/2022	3/15/2028	3.278%	\$45,885.00
HARPER WOODS	Muni	413522GM9	3/28/2022	5/1/2028	3.271%	\$24,018.50
CA ST HLTH FACS	Muni	13032UVF2	3/28/2022	6/1/2028	3.320%	\$19,128.00
KENTUCKY ST	Muni	49130NFV6	3/28/2022	6/1/2028	3.524%	\$23,477.50
RIVERSIDE	Muni	769036BQ6	3/28/2022	6/1/2028	3.415%	\$86,805.00
OKLAHOMA	Muni	67908PBG0	3/28/2022	7/1/2028	3.355%	\$36,848.00
NY DORM AUTH	Muni	64990GA28	3/28/2022	7/1/2028	3.262%	\$64,323.00
NY DORM AUTH	Muni	64990GX72	3/28/2022	7/1/2028	3.279%	\$74,304.00
NYC TRAN AUTH	Muni	64971WN89	3/28/2022	8/1/2028	3.382%	\$24,132.75
LITTLE ROCK	Muni	53746QAZ3	3/28/2022	8/1/2028	3.300%	\$22,695.00
SAN BERNARDINO	Muni	796711F53	3/28/2022	8/1/2028	3.269%	\$92,680.00
SAN FRAN	Muni	79770GJE7	3/28/2022	8/1/2028	3.631%	\$18,414.40
SAN JOAQUIN	Muni	798063GX5	3/28/2022	8/1/2028	3.293%	\$22,632.50
PORT OF SEATTLE	Muni	735389R75	3/28/2022	8/1/2028	3.263%	\$45,845.00
MIAMI- DADE CNTY	Muni	59333P5E4	3/28/2022	10/1/2028	3.416%	\$51,760.50
MIDDLESEX	Muni	596567CB1	3/28/2022	10/1/2028	3.480%	\$11,982.90
KENTUCKY	Muni	49151FF39	3/28/2022	11/1/2028	3.256%	\$57,582.00

COOK CNTY	Muni	216146JH4	3/28/2022	12/1/2028	3.339%	\$22,937.50
DECATUR	Muni	243127XN2	3/28/2022	12/15/2028	3.397%	\$48,397.50
RIVERSIDE	Muni	76913CBD0	3/28/2022	2/15/2029	3.490%	\$48,875.00
LOUISIANA ST	Muni	54628CQX3	3/28/2022	3/1/2029	3.260%	\$23,162.50
NY URBAN DEV	Muni	64985TDF5	3/28/2022	3/15/2029	3.390%	\$68,025.00
NY DORM AUTH	Muni	64990FD84	3/28/2022	3/15/2029	3.357%	\$31,969.00
NY URBAN DEV	Muni	6500355Y0	3/28/2022	3/15/2029	3.386%	\$34,856.50
NY URBAN DEV	Muni	650036AX4	3/28/2022	3/15/2029	3.340%	\$45,335.00
EL CAJON	Muni	282659BB6	3/28/2022	4/1/2029	3.405%	\$41,337.00
LOS ANGELES	Muni	544445ZR3	3/28/2022	5/15/2029	3.533%	\$18,620.00
UNIV OF CA	Muni	91412G3A1	3/28/2022	5/15/2029	3.319%	\$24,762.50
COOK CNTY	Muni	216057FH7	3/28/2022	6/1/2029	3.329%	\$40,698.00
GOLDEN ST	Muni	38122NC83	3/28/2022	6/1/2029	3.488%	\$188,646.00
NY DORM AUTH	Muni	64990GWT5	3/28/2022	7/1/2029	3.314%	\$81,523.50
CHOWCHILLA	Muni	170466AL0	3/28/2022	7/15/2029	3.285%	\$41,557.60
INGLEWOOD	Muni	457110MM3	3/28/2022	8/1/2029	3.360%	\$18,372.00
MIAMI-DADE CNTY	Muni	59333P4P0	3/28/2022	10/1/2029	3.558%	\$34,352.50
BLOOMINGDALE	Muni	094333LC3	3/28/2022	10/30/2029	3.339%	\$48,999.50
CA ST UNIV	Muni	13077DMQ2	3/28/2022	11/1/2029	3.472%	\$44,655.00
MONTGOMERY CNTY	Muni	613357CH3	3/28/2022	11/1/2029	3.250%	\$45,825.00
CHICAGO	Muni	16772PCQ7	3/28/2022	12/1/2029	3.494%	\$131,490.00
COOK CNTY	Muni	214417KQ9	3/28/2022	12/1/2029	3.295%	\$26,172.00
BRADLEY	Muni	104575BW4	3/28/2022	12/15/2029	3.234%	\$80,332.20
FHR 4945	MBS	3137FQKY8	3/31/2022	1/15/2050	3.070%	\$156,947.37
FN AN5085	MBS	3138LHUK8	3/31/2022	4/1/2029	2.875%	\$239,876.72
GNMA 2022-60 CN	MBS	38383PAM3	3/31/2022	11/20/2051	3.201%	\$194,131.20
GNMA 2022-63 D	MBS	38383RCM7	5/2/2022	4/20/2052	4.025%	\$292,156.26
FHLMC CTFS	MBS	3137H6VD4	3/31/2022	5/25/2048	3.266%	\$187,893.36
FHR 5214	MBS	3137H6RU1	4/5/2022	4/25/2052	3.237%	\$191,746.43
FNR 2022-16 QD	MBS	3136BMMS4	4/6/2022	4/25/2052	3.408%	\$145,382.00
FNR 2022-16 QB	MBS	3136BMMQ8	4/6/2022	4/25/2052	3.417%	\$20,559.00
FNR 2022-16 QG	MBS	3136BMMU9	4/6/2022	4/25/2052	3.435%	\$22,028.00
FHLMC FHR 5272 AC	MBS	3137H9CG2	10/28/2022	1/25/2040	5.376%	\$120,300.00
Amount Total					3.154%	\$10,084,543.60

COLLECTOR BANKS	DD	Various		N/A	N/A	\$57,500.00
ASSOCIATED BANK	MM	2217257498	1/23/2012	N/A	1.00	\$863,162.24
BANTERRA BANK	MM	40079570	3/13/2020	N/A	1.15	\$1,022,474.52
CARROLLTON BANK	MM	40017273	8/12/2009	N/A	1.54	\$3,088,644.27
ILLINOIS TRUST MM (PFM)	MM	450492	8/20/2018	N/A	2.48	\$1,727,623.28
IMET	MM	20484101	3/6/2019	N/A	2.87	\$8,642,872.43
IMET ARP Money	MM	20484102	6/21/2021	N/A	2.87	\$17,743,699.24
Town and Country Bank	MM	2388924	12/19/2018	N/A	1.00	\$3,138,788.29
ILLINOIS FUNDS	MM	7139125061	5/31/2009	N/A	3.06	\$6,555,686.37
ILLINOIS FUNDS	MM	1600230503	4/3/2013	N/A	3.06	\$1,233,481.64
1ST NAT'L BANK OF WATERLOO	MM	5200002898	9/6/2022	N/A	1.80	\$3,008,154.77
Amount Total						\$46,218,924.81
IMET 1-3 Yr (Core Fund)	MM	20484101	6/26/2019	N/A	0.00	\$6,617,768.21
Investments:						
Average Weighted Maturity	3.01 yrs					
Average Weighted Rate	2.84%					
Money Markets:						
Average Weighted Rate	2.58%					

The following proclamation was presented:

PROCLAMATION
Recognizing National Apprenticeship Week

WHEREAS, 2022 marks the 85th Anniversary of the National Apprenticeship Act; and

WHEREAS, National Apprenticeship Week celebrates Registered Apprenticeship programs and the vital role they provide in creating opportunities for apprentices to earn while they learn and prepare a pathway to high-demand and high-paying careers; and

WHEREAS, Registered Apprenticeship programs enable employers to develop and train their future workforce while offering career seekers affordable paths to secure jobs; and

WHEREAS, Apprenticeship programs strengthens Madison County's workforce and economy; and

WHEREAS, it is appropriate for Madison County to recognize the benefits of Registered Apprenticeship training and those who are actively seeking a better future.

NOW, THEREFORE, the County Board of Madison County, Illinois, does hereby recognize November 14 to 20 as National Apprenticeship Week in Madison County, Illinois.

Adopted this 16th day of November, 2022.

Kurt Prenzler, Chairman
Madison County Board

VOICE VOTE BY ALL MEMBERS.

Mr. Furhmann: I'm Tony Furhmann, Director of Employment and Training for Madison County. So as Kurt mentioned, this is National Apprenticeship Week. We want to recognize that apprenticeships started in the trade unions, it's still the driving force of apprenticeships, but apprenticeships have expanded. The Department of Labor has over 1000 apprentice able occupations throughout the system. Illinois is a leader throughout the country in apprenticeship programs and more importantly, the southwestern Illinois economic development region is a leader in the state of Illinois for apprenticeship programs. One highlight yesterday, we had an event in Collinsville, our Apprenticeship Week Roundtable event. An individual completed the first food truck apprenticeship program in the country and he was awarded keys to his food truck. So he has gone from apprentice to food truck owner. Apprenticeships in this day and age are very important, they're an earn and learn program. So they benefit the employer and that employees come in. People talk about the unemployment rate, it's not an unemployment issue, it's an employee issue. There's a shortage of employees for businesses. On the individual side, they earn money as they start as they're trained. And a lot of people nowadays don't want to spend two years four years in college. This is an opportunity to earn as you learn, so it's a win-win for both businesses and employees. In Madison County, we have two very special apprenticeship programs for individuals with differing abilities. We have a youth program with the Collinsville Special Ed program in the city of Collinsville. We have a program in Highland for adults with developmental disabilities with Holly's House of Hope. I'm going to turn this over now to Duff Wrobbel, who is the director of Holly's House of Hope to speak a couple of words about Holly's House of Hope and apprenticeships and what they mean.

Mr. Wrobbel: Hi, I'm Duff, this one's Kyle. I was going to say it's 1001 now, because Kyle's apprenticeship is he cleans police cars. How is that for cool? So what I want to say is, when you think of apprenticeship programs, I think the thing that that we all should be the proudest of is the flexibility that has allowed a program like ours to even come into existence. Not everybody wants to be or can be a pipe fitter or an electrician. Sometimes you need to figure out a way to help the guy clean police cars. And we've been able to put a program like that together, we have scaled the apprenticeship qualifications appropriately. And we work also with not just Madison County and the Department of Labor, but the state of Illinois through vocational rehabilitation services to provide job coaches at no cost to our apprentices. So we can place a person, the employer wins, because they're getting a wonderful staff member 50% paid for by Tony, they get a job coach that is provided at no cost. And then, the job coach over the course of time will back off and once the person doesn't need help any more than they can work on their own. One of the things you'll find is that my clients stay on their jobs for long periods of time. So it may take just a little longer to get them going. But unlike the kids that push the carts in at Walmart and 20 minutes after they start, they're looking for the next job. Folks that take apprenticeships like ours will stay on them for a long time. So it's actually a real win-win all the way around. So I just want to appreciate that it is Apprenticeship Week, and that we're all a part of it. And thank you all for your support. I'd like to have Kyle say just a word or two as well.

Kyle: Hi, I'm Kyle. I love my job.

* * * * *

Chairman Prenzler presented the following awards to outgoing County Board Members:

1. Liz Dalton, District 28, 2012-2022
2. John Eric Foster, District 21, 2018-2022
3. Gussie Glasper, District 23, 2002-2022
4. Jamie Goggin, District 24, 2013-2022
5. Chris Hankins, District 16, 2018-2022
6. Erica Harriss, District 26, 2016-2022
7. Judy Kuhn, District 1, 1998-2022
8. Bruce Malone, District 10, 2008-2022
9. Aaron Messner, District 19, 2020-2022
10. Jack Minner, District 18, 2000-2022
11. Mike Walters, District 5, 2006-2022

Ms. Dalton: I'd just like to say thank you to all of you who have made it possible for me to be on the county board, my constituents from Collinsville that have been very supportive over the 10 year period that I've been on the board. I've enjoyed it very much. It's had its ups and downs. And the only thing that I'd like to say is to the new members and the present members. This is a serious position. Your constituents put you here to approve and disapprove different things that go on in our county. And you need to be present at your meetings, the county board and the committee meetings because that's where the policies are made. And you can't just take it lightly and say, well, if I want to come, I will, or if I don't want to come, I'll still get paid, because this is taxpayer money that you're receiving. So I wish all of you well, and do a great job in the future and keep Madison County number one, thank you.

Mr. Foster: Thank you, Mr. Chairman. Well, you guys are a lot uglier from this point of view. But in leaving, I'd like to say thank you for the opportunity. It has been a pleasure to serve with everyone on this board. I want to thank our countywide electeds for giving us the guidance when we needed it. But most of all, I want to thank the employees of Madison County, because without you guys, all we do here is irrelevant. You are the oil and the machine that makes this go. And I just want to say thank you.

Ms. Glasper: Thank you, Mr. Chairman. And to all of you, my fellow board members, the visitors, the citizens of Madison County, I am indeed grateful for having had the opportunity to serve you for 20 years, 20 years. I thank all of the department heads that I've worked with down through the years, all of the committee members that I've served with, we have had some challenging times, but we endured and we got through them all. So again, I say thank you. And I would like to thank my husband, who is here with me tonight. He was here 20 years ago also, when I first came on. And as I look out, I see so many that I've worked with. I am indeed grateful. And Mr. Dunstan, I recognize you. Okay, thank you. Thank you. We worked together and I enjoyed it. Bob Daiber and so many more. I'm just indeed grateful for having had the opportunity. Thank you.

Ms. Harriss: Six years ago when I ran for county board, I never had, previous to that, thought I would do anything in politics. But like many of you, wanted to do something for my community saw an issue that I wanted to help do something about. That was property taxes. Many of you were on the board with me during that time, and I'm so proud that we all as a team, were able to not just talk about reducing taxes and being smart with taxpayer dollars, but that we were able to do something about it and have continued to do that. So super proud of that. Another element, I think in politics, a lot of times we focus on the fact that there are two parties and on different sides, and I think this board has transcended that a little bit. I think that we have done a good job and I'm proud to be part of this group that has recognized that we win together,

we lose together. And while we each have our districts that we represent, if one district is failing, then we're all failing. So I'm very happy to have been a part of this and look forward to seeing where the board continues on.

Mr. Goggin: Thank you. So nine and a half years ago I joined the board because of a vacancy Hal Patton became mayor, he resigned. I filled his spot. And at that time, the Central Committee gathered three names of candidates and they submitted to the chairman. Chairman Dunstan selected me to fill the slot. So, being on the board and representing my community is just the biggest thrill of my life. So thank you.

Ms. Kuhn: Well, sometimes in life, you do things you don't think you're going to do, and this is one thing, and here's 24 years later. So anyone that knows me, I'm really not political. I'm really not. This is not about a party. It's not Democrat and Republican. I was thinking today that I have a lot of friends and I don't judge them. I don't know if they're Democrat or Republican, I could care less. We have different opinions. That's what it's all about. And I pray for our country, I think we all do. What's going on right now is something that I think we're all scared. And I also want to congratulate my friend Erica for being the new state senator, I'm so proud of her. And somewhere, my husband is here also, I finally saw him, I thought he left but he's here. He's going to take me out to eat. So it's been great. I really have been honored by the people of Highland. They're the greatest. I know we all think our district is the best, but mine is. So thank you very much. It's been great working with all of you.

Mr. Malone: I want to thank the people of district 10 for putting up with me for 14 years. And more importantly, I want to thank my family, my wife, my children, my grandkids. They won't have to ask me anymore, Papa, do you have any meanings tonight? Thank you.

Mr. Messner: Thank you, Mr. Chairman. These two years have been amazing. I've always followed politics my whole adult life and been interested in it, but I still wasn't prepared for this experience. I'm glad to find out that it wasn't some of the clown show horror shows that I've heard about. It's been a really good experience. I think we had worked with a lot of really good people on this board. And I really think more citizens should get involved. And I'm glad that some are going to have a chance to starting next month. Thank you very much.

Mr. Minner: Thank you. It's been probably, other than my family and my business I ran for many years, one of the most rewarding things that I've done. I've appreciated all 22 years the district in Edwardsville has elected me. And I'd like to thank my family, which a lot of them are here. I got some good friends here. Bob Daiber's here, Alan Dunstan, good friends, Mark Burris even came over and thanks for coming over, Mark. I have enjoyed it. I always say that I enjoy 90% of it. 10% is kind of a pain, but that 90% I felt that we were doing something good for the county and I really enjoyed it. Thank you very much.

Mr. Walters: I feel like a rookie down here, I was only here 16 and a half years, but it's been 16 and a half great years. I've really enjoyed it. I got in politics in '99 not really thinking that I would do anything more than being a trustee in Godfrey and then a good friend of mine, Steve Stobbs, who is now the Chief Judge, congratulations, if he's in here, called me and said he's going to be a judge and asked me to do this. So I said absolutely. And Chairman Dunstan appointed me, probably wishes he hadn't but too bad, that's too late, move on. So I've really been able to acquire a lot of good friends on both sides of the aisle. We've had some good times. I know a lot of people used to think me and Mike Parkinson hated each other, but we actually got along quite well outside of the meetings and had a good time, but to the county wifes, the county, the elected officials and especially to the employees. Thank you. You're the reason why we are doing what we're doing. You're the reason why we've been able to rein in our spending, and done a very good job. And I would be remiss not to, my wife is here tonight, thank her for 22 years of putting up with three kids while I'm out at meetings at nights, going to different fundraisers, functions, and that. Most of you know, I don't know what my people were thinking, she would have been a hell of a lot better county

board member than me any day of the week. She's smarter than me. She's better looking than me. And dammit, a lot of people like her apparently. So, but it's been a great time. Thank you all to my friends. Thank you. Appreciate it. Thank you, Mr. Chairman and everybody else.

* * * * *

The following (4) items were submitted and read by Mr. Walters:

**AGREEMENT/FUNDING RESOLUTION
OLD TROY ROAD ROUNDABOUT AT IL ROUTE 162
SECTION 17-00034-00-PV
CITY OF TROY, MADISON COUNTY, ILLINOIS**

Mr. Chairman and Members of the Madison County Board

Ladies and Gentlemen:

WHEREAS, the State of Illinois Department of Transportation, the County of Madison and the City of Troy, in order to facilitate the free flow of traffic and insure safety to the motoring public, are desirous to add a Roundabout at the intersection of IL Rte. 162 and Old Troy Road. The project will consist of reconstructing the existing intersection, concrete islands, striping, signing and other work necessary to complete the project in accordance with approved plans; and

WHEREAS, the County of Madison has sufficient funds to appropriate for the improvement; and

WHEREAS, Federal funds are available for participation in the cost of the project.

NOW, THEREFORE BE IT RESOLVED by the County Board of Madison County that there is hereby appropriated a sum of Two Hundred Sixty Six Thousand Four Hundred (\$266,400.00) dollars from the County Matching Tax Fund to finance the County's share of this project.

BE IT FURTHER RESOLVED by the County Board of Madison County and its' Chairman that the County of Madison hereby approves the plans and specifications for the above-mentioned project.

BE IT FURTHER RESOLVED that the County Clerk of Madison County be directed to transmit a certified copy of this Resolution to the City of Troy, at 116 East Market Street, Troy, Illinois 62294.

All of which is respectfully submitted.

s/ Bill Meyer
William Meyer

Chris Hankins

s/ Mick Madison
Mick Madison

s/ Mike Walters
Mike Walters

s/ Michael Holliday, Sr.
Michael Holliday, Sr.

Bobby Ross

s/ Judy Kuhn
Judy Kuhn

Ryan Kneeder

TRANSPORTATION COMMITTEE

s/ Matt King
Matt King

* * * * *

**AGREEMENT/FUNDING RESOLUTION
TOLLE LANE – PHASE 2
VILLAGE OF GODFREY, SECTION 22-00035-01-PV
MADISON COUNTY, ILLINOIS**

Mr. Chairman and Members of the Madison County Board

Ladies and Gentlemen:

WHEREAS, the State of Illinois Department of Transportation, the County of Madison and the Village of Godfrey, in order to facilitate the free flow of traffic and insure safety to the motoring public, are desirous to reconstruct a portion of Tolle Lane beginning at the Union Pacific Railroad tracks and extending easterly to Humbert Road (CH 4), project consists of basic repairs such as pavement patching, joint repairs, and sidewalk replacement. This project will also upgrade sidewalk curb ramps to meet ADA accessibility requirements, and other work necessary to complete the project in accordance with approved plans; and

WHEREAS, the County of Madison has sufficient funds to appropriate for the improvement; and

WHEREAS, Federal funds are available for participation in the cost of the project.

NOW, THEREFORE BE IT RESOLVED by the County Board of Madison County that there is hereby appropriated a sum of One Hundred Nine Thousand Three Hundred Fifty (\$109,350.00) dollars from the County Matching Tax Fund to finance the County’s share of this project.

BE IT FURTHER RESOLVED by the County Board of Madison County and its’ Chairman that the County of Madison hereby approves the plans and specifications for the above-mentioned project.

BE IT FURTHER RESOLVED that the County Clerk of Madison County be directed to transmit a certified copy of this Resolution to the Village of Godfrey, at 6810 Godfrey Road, Box 5067, Godfrey, Illinois 62035.

All of which is respectfully submitted.

s/ Bill Meyer
William Meyer

Chris Hankins

s/ Mick Madison
Mick Madison

s/ Mike Walters
Mike Walters

s/ Michael Holliday, Sr.
Michael Holliday, Sr.

Bobby Ross

s/ Judy Kuhn
Judy Kuhn

Ryan Kneedler

TRANSPORTATION COMMITTEE

s/ Matt King
Matt King

* * * *

RESOLUTION TO PURCHASE A NEW MODEL YEAR 2023 CASE IH VESTRUM 130 TRACTOR FOR THE MADISON COUNTY HIGHWAY DEPARTMENT

WHEREAS, the Madison County Highway Department wishes to purchase a New Model Year 2023 Case IH Vestrum 130 Tractor; and,

WHEREAS, tractor is available under the Sourcewell Joint Purchasing Contract from Sievers Equipment Co.; and,

Sievers Equipment Co.
406 North Old Rte. 66
Hamel, IL 62046 (Includes \$14,000 trade in allowance) \$85,500.00

WHEREAS, Sievers Equipment Co. met all specifications at a total contract price of Eighty-five thousand five hundred dollars (\$85,500.00); and,

WHEREAS, it is the recommendation of the Madison County Highway Department to purchase said tractor from Sievers Equipment Co. of Hamel IL; and,

WHEREAS, this expenditure will be paid for with monies from the FY 2022 Highway Department Funds.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County, Illinois, that this purchase is hereby approved and that the County Chairman Pro Tem be authorized to enter into and execute a contract with Sievers Equipment Co. of Hamel IL for the aforementioned tractor.

Respectfully submitted by,

s/ Bill Meyer
Bill Meyer

Chris Guy

s/ Judy Kuhn
Judy Kuhn

Robert Pollard

Bobby Ross

s/ Eric Foster
Eric Foster

s/ Mick Madison
Mick Madison

Gussie Glasper

s/ Mike Walters
Mike Walters

s/ Jamie Goggin
Jamie Goggin

s/ Michael Holliday, Sr.
Michael Holliday, Sr.

s/ Erica Harriss
Erica Harriss

s/ Matt King
Matt King

s/ Ryan Kneeder
Ryan Kneeder

Chris Hankins

**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

Ryan Kneeder
**TRANSPORTATION COMMITTEE
NOVEMBER 9, 2022**

* * * *

**RESOLUTION TO PURCHASE TRIMBLE GPS EQUIPMENT AND ACCESSORIES
FOR THE MADISON COUNTY HIGHWAY DEPARTMENT**

WHEREAS, the Madison County Highway Department wishes to purchase Trimble GPS Equipment and Accessories; and,

WHEREAS, this equipment and accessories are available from Seiler Instrument as the Illinois authorized Trimble dealer; and,

Seiler Instrument
3433 Tree court Industrial Blvd.
St. Louis, MO 63122 (Includes \$23,057.00 trade-in credit) \$76,721.74

WHEREAS, Seiler Instrument met all specifications at a total contract price of Seventy-six thousand seven hundred twenty-one dollars and seventy-four cents (\$76,721.74); and,

WHEREAS, it is the recommendation of the Madison County Highway Department to purchase said Trimble GPS equipment and accessories from Seiler Instrument of St. Louis, MO; and,

WHEREAS, this expenditure will be paid for with monies from the FY 2022 Highway Department Funds.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County, Illinois, that this purchase is hereby approved and that the County Chairman Pro Tem be authorized to enter into and execute a contract with Seiler Instrument of St. Louis, MO for the aforementioned Trimble GPS equipment and accessories.

Respectfully submitted by,

s/ Bill Meyer
Bill Meyer

Chris Guy

s/ Judy Kuhn
Judy Kuhn

Robert Pollard

Bobby Ross

s/ Eric Foster
Eric Foster

s/ Mick Madison
Mick Madison

Gussie Glasper

s/ Mike Walters
Mike Walters

s/ Jamie Goggin
Jamie Goggin

s/ Michael Holliday, Sr.
Michael Holliday, Sr.

s/ Erica Harriss
Erica Harriss

s/ Matt King
Matt King

s/ Ryan Kneedler
Ryan Kneedler

Chris Hankins

**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

Ryan Kneedler
**TRANSPORTATION COMMITTEE
NOVEMBER 9, 2022**

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (4) items duly adopted.

* * * * *

The following (3) items were submitted and read by Mr. Madison:

RESOLUTION

WHEREAS, the Illinois Revised Statutes provide the days that State and County Offices may be closed.

NOW, THEREFORE, BE IT RESOLVED that Madison County Government Facilities, may be closed as follows:

Monday, December 26, 2022	Christmas Day (Observed)
Monday, January 2, 2023	New Year’s Day (Observed)
Monday, January 16, 2023	Martin Luther King, Jr. Day
Monday, February 20, 2023	Presidents Day
Friday, April 7, 2023	Good Friday
Monday, May 29, 2023	Memorial Day
Monday, June 19, 2023	Juneteenth
Tuesday, July 4, 2023	Independence Day
Monday, September 4, 2023	Labor Day
Monday, October 9, 2023	Columbus Day
Friday, November 10, 2023	Veteran’s Day
Thursday, November 23, 2023	Thanksgiving Day
Friday, November 24, 2023	Thanksgiving Friday

Respectfully submitted by,

s/ Chris Hankins
Chris Hankins

s/ Stacey Pace
Stacey Pace

Matt King

Bobby Ross

s/ Mick Madison
Mick Madison

Mike Walters
**BUILDINGS & FACILITIES MANAGEMENT
COMMITTEE
NOVEMBER 8, 2022**

s/ Bruce Malone
Bruce Malone

* * * * *

RESOLUTION TO PURCHASE ONE (1) 2018 MODEL YEAR FORD SUPER DUTY F350 TRUCK WITH SNOW PLOW FOR THE MADISON COUNTY FACILITIES DEPARTMENT

WHEREAS, the Madison County Facilities Department wishes to a 2018 model year Ford F350 Super Duty truck with snow plow; and,

WHEREAS, this vehicle is available for purchase from Quality Chrysler Dodge Jeep Ram of Jerseyville; and,

Quality Chrysler Dodge Jeep Ram of Jerseyville 1200 S State Street Jerseyville, IL 62052	\$49,999.00
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CONTRACT TOTAL	<u>\$49,999.00</u>
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WHEREAS, it is the recommendation of the Facilities Department for purchase of said vehicle from Quality Chrysler Dodge Jeep Ram of Jerseyville; and,

WHEREAS, the total price for this vehicle will be Forty-nine thousand nine hundred ninety-nine dollars (\$49,999.00); and,

WHEREAS, this purchase replaces the purchase of a Ford F250 approved January 2022 for \$48,800.00 that was cancelled by the vendor; and

WHEREAS, this project will be paid for with FY 2022 Facilities Funds.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to execute said contract with Quality Chrysler Dodge Jeep Ram of Jerseyville, IL for the aforementioned vehicle.

Respectfully submitted,

s/ Mick Madison
Mick Madison

Chris Guy

s/ Stacey Pace
Stacey Pace

Robert Pollard

Bobby Ross

s/ Eric Foster
Eric Foster

Mike Walters

Gussie Glasper

s/ Bruce Malone
Bruce Malone

s/ Jamie Goggin
Jamie Goggin

Matt King

s/ Erica Harriss
Erica Harriss

s/ Chris Hankins
Chris Hankins

s/ Ryan Kneedler
Ryan Kneedler

**FACILITIES COMMITTEE
NOVEMBER 8, 2022**

**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

* * * *

RESOLUTION TO AWARD A CONTRACT FOR ASBESTOS ABATEMENT AND INTERIOR DEMOLITION AT THE MADISON COUNTY ANNEX BUILDING FOR THE MADISON COUNTY FACILITIES MANAGEMENT DEPARTMENT

WHEREAS, the Madison County Facilities Management Department wishes to award a contract for asbestos abatement and interior demolition at the Madison County Annex Building; and,

WHEREAS, sealed base bids were advertised and received from the following:

Thornburgh Abatement, Inc. St. Louis, MO	\$238,970.00
Cenpro Services, Inc. Madison, IL	\$354,500.00
Advanced Environmental Services, Inc. St. Louis, MO	\$357,777.00
Midwest Service Group St. Peters, MO	\$382,600.00
Great Western Abatement, Inc. Jerseyville, IL	\$395,306.00
Alloy Group Chesterfield, MO	\$476,100.00

WHEREAS, Thornburgh, Inc. met all specifications at a total contract price of Two hundred thirty-eight thousand nine hundred seventy dollars (\$238,970.00); and,

WHEREAS, it is the recommendation of the Madison County Facilities Management Department to award the contract for asbestos abatement and demolition at the Madison County Annex Building to Thornburgh Abatement, Inc. of St. Louis, MO; and,

WHEREAS, the total cost for this expenditure will be paid from Facilities Management Capital Projects – Host Fee Reimbursement funds

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to execute said contract with Thornburgh Abatement, Inc. of St. Louis, MO for the above mentioned asbestos abatement and interior demolition at the Madison County Annex Building.

Respectfully submitted.

s/ Mick Madison
Mick Madison

Chris Guy

s/ Stacey Pace
Stacey Pace

Robert Pollard

Bobby Ross

s/ Eric Foster
Eric Foster

Mike Walters

Gussie Glasper

s/ Bruce Malone
Bruce Malone

s/ Jamie Goggin
Jamie Goggin

Matt King

s/ Erica Harriss
Erica Harriss

s/ Chris Hankins
Chris Hankins

s/ Ryan Kneedler
Ryan Kneedler

**FACILITIES MANAGEMENT COMMITTEE
NOVEMBER 8, 2022**

**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (3) items duly adopted.

* * * * *

The following (8) items were submitted and read by Mr. Madison:

RESOLUTION – Z22-0065

WHEREAS, on the 25th day of October 2022, a public hearing was held to consider the petition of Allen Williams, owner of record, requesting a Special Use Permit as per §93.025, Section G, Item 9 of the Madison County Zoning Ordinance in order to continue placement of a single-wide mobile home on site for the occupancy of Allen Williams for a period not to exceed 5 years. This is located in an “R-4” Single-Family Residential District in Nameoki Township at 1605 Union Avenue, Granite City, Illinois, County Board District #21, PIN# 17-2-20-05-12-201-005; and,

WHEREAS, the Madison County Zoning Board of Appeals submitted its Findings for the aforesaid petition; and,

WHEREAS, it was recommended in the aforesaid Report of Findings of the Madison County Zoning Board of Appeals and further amended by the Building & Zoning Committee that the petition of Allen Williams be as follows: **Denied**; and,

WHEREAS, it is the opinion of the County Board of Madison County that the Findings made by the Madison County Zoning Board of Appeals should be approved and Resolution adopted.

NOW, THEREFORE BE IT RESOLVED that this Resolution is approved and shall take effect immediately upon its adoption.

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

s/ Bill Meyer
Bill Meyer

**BUILDING & ZONING COMMITTEE
NOVEMBER 3, 2022**

* * * *

RESOLUTION – Z22-0072

WHEREAS, on the 25th day of October 2022, a public hearing was held to consider the petition of Jose Raymundo Vega Berlanga and Maria Luisa Magana Avalos, owners of record, requesting a Special Use Permit as per §93.025, Section G, Item 9 of the Madison County Zoning Ordinance in order to continue placement of a single-wide mobile home on site for the occupancy of Luis Campos and family for a period not to exceed 5 years. This is located in an “R-4” Single-Family Residential District in Nameoki Township at 3116 Princeton Avenue, Collinsville, Illinois, County Board District #16, PIN# 17-2-20-36-03-308-026; and,

WHEREAS, the Madison County Zoning Board of Appeals submitted its Findings for the aforesaid petition; and,

WHEREAS, it was recommended in the aforesaid Report of Findings of the Madison County Zoning Board of Appeals that the petition of Jose Raymundo Vega Berlanga and Maria Luisa Magana Avalos be **Approved with Conditions** as follows:

1. This Special Use Permit is granted for the sole usage of Luis Campos and family for a period not to exceed five (5) years, but may be extended either through an amendment to this Special Use Permit or through an administrative review process, if qualified, as long as Luis Campos and family occupy the structure, notwithstanding any violations, nuisance, or change in occupancy. The owner shall remove the mobile home from the site or apply for a new Special Use Permit once Luis Campos and family vacate the structure.

WHEREAS, it is the opinion of the County Board of Madison County that the Findings made by the Madison County Zoning Board of Appeals should be approved and Resolution adopted.

NOW, THEREFORE BE IT RESOLVED that this Resolution is approved and shall take effect immediately upon its adoption.

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

**BUILDING & ZONING COMMITTEE
NOVEMBER 3, 2022**

s/ Bill Meyer
Bill Meyer

* * * *

RESOLUTION – Z22-0073

WHEREAS, on the 25th day of October 2022, a public hearing was held to consider the petition of Midwest Power Partners, applicant on behalf of Jane Pirolo, owner of record, requesting a Special Use Permit as per §93.023, Section D, Item 41 of the Madison County Zoning Ordinance in order to develop a Community Solar project on site. This is located in an “A” Agricultural District in Olive Township at 9177 W Frontage Road, Staunton, Illinois, County Board District #3, PIN# 08-1-05-10-00-000-011; and,

WHEREAS, the Madison County Zoning Board of Appeals submitted its Findings for the aforesaid petition; and,

WHEREAS, it was recommended in the aforesaid Report of Findings of the Madison County Zoning Board of Appeals that the petition of Midwest Power Partners, LLC, on behalf of Jane Pirolo, be **Approved with Conditions** as follows:

1. This special use permit is granted for the sole usage if Midwest Power Partners, LLC. If at any point in the future the current owner of the underlying property or Midwest Power Partners, LLC intend to transfer their/its interest in the property or facility, the Madison County Building & Zoning Administrator shall be notified in writing and be provided all necessary information pertaining to the new entities or parties involved.
2. No overweight or oversized loads shall be delivered to the site.
3. All vegetation, shrubbery, or other planting shall be well-maintained and kept free of noxious weeds and invasive plants.
4. The owner shall adhere to the submitted site plan and keep the property in compliance with all Madison County Ordinances.
5. The owner’s failure to adhere to the conditions of the Special Use Permit will cause revocation of the same, and require immediate removal of the solar project from the site.

WHEREAS, it is the opinion of the County Board of Madison County that the Findings made by the Madison County Zoning Board of Appeals should be approved and Resolution adopted.

NOW, THEREFORE BE IT RESOLVED that this Resolution is approved and shall take effect immediately upon its adoption.

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

**BUILDING & ZONING COMMITTEE
NOVEMBER 3, 2022**

s/ Bill Meyer
Bill Meyer

* * * *

RESOLUTION – Z22-0074

WHEREAS, on the 25th day of October 2022, a public hearing was held to consider the petition of Danielle Mitchell, owner of record, requesting a Special Use Permit as per §93.025, Section G, Item 9 of the Madison County Zoning Ordinance in order to continue placement of a single-wide mobile home on site for the occupancy of Danielle Mitchell and family for a period not to exceed 5 years. This is located in an “R-4” Single-Family Residential District in Nameoki Township at 3104 Princeton Avenue, Collinsville, Illinois, County Board District #16, PIN# 17-2-20-36-03-308-023; and,

WHEREAS, the Madison County Zoning Board of Appeals submitted its Findings for the aforesaid petition; and,

WHEREAS, it was recommended in the aforesaid Report of Findings of the Madison County Zoning Board of Appeals that the petition of Danielle Mitchell be **Approved with Conditions** as follows:

1. This Special Use Permit is granted for the sole usage of Danielle Mitchell and family for a period not to exceed five (5) years, but may be extended either through an amendment to this Special Use Permit or through an administrative review process, if qualified, as long as Danielle Mitchell and family occupy the structure, notwithstanding any violations, nuisance, or change in occupancy. The owner shall remove the mobile home from the site or apply for a new Special Use Permit once Danielle Mitchell and family vacate the structure.

WHEREAS, it is the opinion of the County Board of Madison County that the Findings made by the Madison County Zoning Board of Appeals should be approved and Resolution adopted.

NOW, THEREFORE BE IT RESOLVED that this Resolution is approved and shall take effect immediately upon its adoption.

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

s/ Bill Meyer
Bill Meyer

BUILDING & ZONING COMMITTEE
NOVEMBER 3, 2022

* * * *

RESOLUTION – Z22-0077

WHEREAS, on the 25th day of October 2022, a public hearing was held to consider the petition of ESP Solar, LLC, applicant on behalf of Gary L. Fritzsche Trust, owner of record, requesting a Special Use Permit as per §93.023, Section D, Item 41 of the Madison County Zoning Ordinance in order to develop a Community Solar project on site. This is located in an “A” Agricultural District in Omphghent Township at 8707 Church Road, Worden, Illinois, County Board District #3, PIN# 12-1-04-35-00-000-025; and,

WHEREAS, the Madison County Zoning Board of Appeals submitted its Findings for the aforesaid petition; and,

WHEREAS, it was recommended in the aforesaid Report of Findings of the Madison County Zoning Board of Appeals that the petition of ESP Solar, LLC, on behalf of Gary L. Fritzsche Trust, be **Approved with Conditions** as follows:

1. This special use permit is granted for the sole usage if ESP Solar, LLC. If at any point in the future the current owner of the underlying property or ESP Solar, LLC intend to transfer their/its interest in the property or facility, the Madison County Building & Zoning Administrator shall be notified in writing and be provided all necessary information pertaining to the new entities or parties involved.
2. No overweight or oversized loads shall be delivered to the site.
3. All vegetation, shrubbery, or other planting shall be well-maintained and kept free of noxious weeds and invasive plants.
4. The owner shall adhere to the submitted site plan and keep the property in compliance with all Madison County Ordinances.
5. The owner’s failure to adhere to the conditions of the Special Use Permit will cause revocation of the same, and require immediate removal of the solar project from the site.

WHEREAS, it is the opinion of the County Board of Madison County that the Findings made by the Madison County Zoning Board of Appeals should be approved and Resolution adopted.

NOW, THEREFORE BE IT RESOLVED that this Resolution is approved and shall take effect immediately upon its adoption.

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

**BUILDING & ZONING COMMITTEE
NOVEMBER 3, 2022**

s/ Bill Meyer
Bill Meyer

* * * *

RESOLUTION – Z22-0078

WHEREAS, on the 25th day of October 2022, a public hearing was held to consider the petition of Helmsing Development Group of Highland, LLC, owner of record, requesting a zoning map amendment to rezone 5.25 acres of an “M-1” Limited Manufacturing District and 3 acres of an “A” Agricultural District to a “PD” Planned Development District in order to continue operating the existing specialty trailer manufacturing business on site. This is located in Saline Township at 13480 US Highway 40, Highland, Illinois, County Board District #4, PIN# 02-1-18-22-00-000-011.002; and,

WHEREAS, the Madison County Zoning Board of Appeals submitted its Findings for the aforesaid petition; and,

WHEREAS, it was recommended in the aforesaid Report of Findings of the Madison County Zoning Board of Appeals that the petition of Helmsing Development Group of Highland, LLC be as follows: **Approved with Attachment “A”**; and,

WHEREAS, it is the opinion of the County Board of Madison County that the Findings made by the Madison County Zoning Board of Appeals should be approved and Resolution adopted.

NOW, THEREFORE BE IT RESOLVED that this Resolution is approved and shall take effect immediately upon its adoption.

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

**BUILDING & ZONING COMMITTEE
NOVEMBER 8, 2022**

s/ Bill Meyer
Bill Meyer

* * * *

RESOLUTION AUTHORIZING THE DEMOLITION OF UNSAFE BUILDINGS AND STRUCTURES

WHEREAS, there exists dangerous and unsafe buildings and structures within the territory of Madison County;

WHEREAS, the Madison County Building Official has determined that the property (ies), listed below, are blighted, vacant, open and/or structurally unsafe, which constitutes an immediate and continuing hazard to the community; and,

WHEREAS, owners of such buildings, and structures have failed to cause said property to conform to the Madison County ordinances; and,

WHEREAS, 55 ILCS 5/5-1121, subsection (d). States that; each county may use the provisions of this subsection to expedite the removal of certain buildings that are a continuing hazard to the community in which they are located.

WHEREAS, there now is funding and procedures through the Madison County Community Development Department to secure the workers and pay the fees for this demolition; and,

WHEREAS, the cost of demolition, by law, can be made a lien upon the property superior to existing liens enforceable by foreclosure proceedings.

NOW, THEREFORE, BE IT RESOLVED that the Madison County Building and Zoning, through the Community Development Department, as our contract agent, be authorized to take all steps necessary to cause demolition of properties described herein; and further be directed to take all steps necessary to perfect a lien upon the described subject property sufficient to cover the cost of the demolition and to pursue proceedings to foreclosure where directed to do so by the Madison County Board.

The properties included herein are generally composed of single-family residences, associated accessory structure (s) and/or the residual structural components of those residences.

The following common addresses are pertinent to the aforementioned resolution:

- 1. 1220 Franko Ln, Granite City, IL 62040
- 2. 615 Barkley St, Granite City, IL 62040
- 3. 2659 Missouri Ave, Granite City, IL 62040

- PPN: 18-2-14-27-01-101-005
- PPN: 18-2-14-27-04-401-029
- PPN: 21-2-19-13-08-201-049

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

s/ Bill Meyer
Bill Meyer

**BUILDING & ZONING COMMITTEE
NOVEMBER 3, 2022**

* * * *

**RESOLUTION TO PURCHASE TWO (2) NEW MODEL YEAR 2023 FORD EXPLORERS
WITH FOUR WHEEL DRIVE FOR THE MADISON COUNTY
BUILDING & ZONING DEPARTMENT**

WHEREAS, the Madison County Building & Zoning Department wishes to purchase two (2) new model year 2023 Ford Explorers with 4 wheel drive; and,

WHEREAS, these vehicles are available for purchase under the State of Illinois Contract; and,

Morrow Brothers Ford, Inc. 1242 Main Street Greenfield, IL 62044	\$71,870.00
CONTRACT TOTAL	<u>\$71,870.00</u>

WHEREAS, it is the recommendation of the Building & Zoning Department for purchase of said vehicles under the present State of Illinois Contract from Morrow Brothers Ford, Inc. of Greenfield, IL: and,

WHEREAS, the total price for these vehicles will be seventy-one thousand eight hundred seventy dollars (\$71,870.00); and,

WHEREAS, this project will be paid for with FY 2023 Building & Zoning Host Fee Funds.

WHEREAS, this agreement will supersede and replace all existing or prior agreements. This purchase was originally approved March 2022 at \$63,190.00 for purchase of 2 model year 2022 Expeditions. The manufacturer cancelled the order.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to execute said contract with Morrow Brothers Ford, Inc. of Greenfield, IL for the aforementioned vehicles.

Respectfully submitted,

s/ Mick Madison
Mick Madison, Chairman

s/ Nick Petrillo
Nick Petrillo

s/ Dalton Gray
Dalton Gray

s/ Robert Pollard
Robert Pollard

Terry Eaker

Bobby Ross

s/ Ryan Kneedler
Ryan Kneedler

s/ Victor Valentine
Victor Valentine

s/ Bill Meyer
Bill Meyer

**BUILDING & ZONING COMMITTEE
NOVEMBER 3, 2022**

Chris Guy

s/ Jamie Goggin

Jamie Goggin

Robert Pollard

s/ Erica Harriss

Erica Harriss

s/ Eric Foster

Eric Foster

s/ Ryan Kneedler

Ryan Kneedler

**FINANCE & GOVERNMENT OPERATIONS
NOVEMBER 10, 2022**

Gussie Glasper

On the question:

Mr. Foster: I just wanted to recognize the Building and Zoning Committee for doing an outstanding job concerning Zoning Resolution Z22-0065. As the Township Supervisor of Nameoki Township, this has been a problem property for quite some time. And I'm encouraging every board member to stand with the Building and Zoning Committee in denying this request. Thank you.

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (8) items duly adopted.

* * * * *

The following (3) items were submitted and read by Mr. Madison:

RESOLUTION CONCERNING WAGES FOR NON-BARGAINING UNIT EMPLOYEES

WHEREAS, the Madison County Board has implemented a pay plan for non-union employees both exempt and non-exempt; and

WHEREAS, annual increases for all non-union employees shall be set by the County Board; and

WHEREAS, the Madison County Fiscal Year 2023 budget, passed on November 16, 2022, included funding for this pay increase; and

WHEREAS, an on-scale increase of 2.5% is recommended for non-union employees for Fiscal Year 2023, and the effective date of this increase will be December 1, 2022; and

WHEREAS, this on-scale adjustment will be made to those non-union employees that are currently employed at the date of approval by the County Board;

NOW, THEREFORE BE IT RESOLVED by the County Board of Madison County Illinois, that pay for non-bargaining unit employees be executed in accordance with this resolution and the approved FY 2023 Madison County budget.

Respectfully submitted by,

s/ Mick Madison
Mick Madison

s/ Bill Meyer
Bill Meyer

s/ Mike Walters
Mike Walters

s/ Eric Foster
Eric Foster

s/ Gussie Glasper
Gussie Glasper

s/ Jamie Goggin
Jamie Goggin

s/ Chris Guy
Chris Guy

s/ Erica Harriss
Erica Harriss

s/ Ryan Kneedler
Ryan Kneedler

s/ Mike Babcock
Mike Babcock

**EXECUTIVE COMMITTEE
NOVEMBER 16, 2022**

* * * *

RESOLUTION AUTHORIZING THE ADVISORY AGREEMENT BETWEEN MADISON COUNTY, ILLINOIS AND PREMIER FIDUCIARY SERVICES FOR THE ADMINISTRATION OF 457 RETIREMENT PLANS

WHEREAS, the County of Madison, Illinois (“*County*”), offers its employees the option to allocate additional earnings through a Nationwide 457 Retirement Plan; and

WHEREAS, the County engages Nationwide Retirement Solutions (“*Nationwide*”) as the investment provider; and

WHEREAS, the County and Nationwide have identified the need to engage an investment advisor to provide fiduciary and non-fiduciary services (“*Services*”) relating to the 457 Retirement Plan; and

WHEREAS, Premier Fiduciary Services, an Investment Advisor Representative of Nicol Advisor Corporation (“*Premier Fiduciary Services*”), has been selected to provide said Services, as detailed in the Nicol Advisors Corporation Qualified Retirement Plan Advisory Agreement (“*Advisory Agreement*”), attached hereto as Exhibit “A”; and

WHEREAS, compensation for the Services will be deducted from the 457 Plan Assets.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County, Illinois, Premier Fiduciary Services shall be authorized to provide the Services as detailed in the Advisory Agreement.

BE IT FURTHER RESOLVED that the County Board Administrator shall be authorized to execute the Advisory Agreement and any ancillary documents to formalize the Advisory Agreement above.

Respectfully submitted,

s/ Mick Madison
Mick Madison

s/ Bill Meyer
Bill Meyer

s/ Mike Walters
Mike Walters

s/ Eric Foster
Eric Foster

s/ Gussie Glasper
Gussie Glasper

s/ Jamie Goggin
Jamie Goggin

s/ Chris Guy
Chris Guy

s/ Erica Harriss
Erica Harriss

s/ Ryan Kneeder
Ryan Kneeder

s/ Mike Babcock
Mike Babcock

**EXECUTIVE COMMITTEE
NOVEMBER 16, 2022**

s/ Kurt Prenzler
Kurt Prenzler, County Board Chairman

ATTEST: s/ Debra Ming-Mendoza
Debra Ming-Mendoza, County Clerk

EXHIBIT A

- 1. Nicol Advisors Corporation Qualified Retirement Plan Advisory Agreement

* * * *

ORDINANCE 2022-07

ORDINANCE AMENDING TITLE V, CHAPTER 50 OF THE MADISON COUNTY, ILLINOIS, CODE OF ORDINANCES TO INTEGRATE THE MADISON COUNTY ANIMAL CARE & CONTROL DEPARTMENT WITHIN THE MADISON COUNTY HEALTH DEPARTMENT

WHEREAS, the County of Madison, Illinois (“*County*”), is a duly organized and existing County of the State of Illinois; and

WHEREAS, the County is now operating under the provisions of the Illinois Counties Code (55 ILCS 5/1 *et seq.*) as supplemented and amended; and

WHEREAS, there exists a Code of Ordinances of Madison County, Illinois (“*Code*”), enacted and adopted circa 1993, subject to revision by Ordinance and Resolution of the Madison County Board from time to time; and

WHEREAS, the County Board desires to amend Title V, Chapter 50 to integrate the Madison County Animal Care & Control Department within the Madison County Health Department; and

WHEREAS, Section 3 of the Animal Control Act provides “[t]he Administrator may be removed from office by the County Board Chairman, with the consent of the County Board”; and

WHEREAS, upon the effective date of this Ordinance, or by superseding action of this County Board, the current Animal Care & Control Administrator/Director shall be removed in accordance with the Animal Control Act and the Personnel Policies of the County; and

WHEREAS, the Public Health Administrator of the Madison County Health Department, as Administrator of Madison County Animal Care & Control, consistent with the Animal Control Act, shall appoint a Deputy Administrator who shall be a veterinarian licensed by the State of Illinois.

NOW THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF MADISON COUNTY, ILLINOIS, AS FOLLOWS:

1. TITLE V, CHAPTER 50 of the Madison County, Illinois, Code of Ordinances is hereby amended as more particularly set forth below:
2. The definition of “Administrator” as found in Section 50.002 shall be amended to read:

ADMINISTRATOR. The Public Health Administrator of the Madison County Health Department who shall serve as defined in the Animal Control Act, 520 ILCS 5/1 *et seq.*
3. Section 50.021 “Causes for Removal of Administrator from Office” is hereby repealed.
4. In all other respects, Ordinance 2022-01 passed March 16, 2022, shall remain in full force and effect.
5. This Ordinance and every provision thereof shall:
 - a. Be considered separable and the invalidation of any provision(s) shall not affect the validity of the remainder.
 - b. Supersede any other Ordinances or Resolutions or parts thereof, in conflict herewith.
 - c. Become effective as of the 1st day of January, 2023.

PASSED, APPROVED AND ADOPTED, THIS 16TH DAY OF NOVEMBER, 2022, BY AND FOR THE COUNTY BOARD OF MADISON COUNTY, ILLINOIS.

s/ Kurt Prenzler
Kurt Prenzler, County Board Chairman

ATTEST:

s/ Debra Ming-Mendoza
Debra Ming-Mendoza, County Clerk

Respectfully submitted,

s/ Mick Madison
Mick Madison

s/ Bill Meyer
Bill Meyer

s/ Mike Walters
Mike Walters

s/ Eric Foster
Eric Foster

s/ Gussie Glasper
Gussie Glasper

s/ Jamie Goggin
Jamie Goggin

s/ Chris Guy
Chris Guy

s/ Erica Harriss
Erica Harriss

s/ Ryan Kneedler
Ryan Kneedler

s/ Mike Babcock
Mike Babcock
EXECUTIVE COMMITTEE
NOVEMBER 16, 2022

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (3) items duly adopted.

* * * * *

Mr. Guy: We presented a budget on October 27th last month. As you all know, this budget process starts over the summer into the fall with the administration, particularly John Thompson and Dave Tanzyus, the chairman the chairman pro tem and vice pro tem and myself, Finance Chairman of talking to department heads and county elected officials and asking them for their proposed budgets. And after a lot of conversations and meetings, which has led to the budget that was proposed last month. At last month's meeting, we had a great length discussion on our tax levy. This has been a board for five years in a row that has not increased the property tax levy. And that's pretty amazing feat to accomplish. But there is some increases in that line item for the Veterans Assistance Commission. They've had some extra expenses and some unfunded mandates that they've encountered. And we as a board do not necessarily have complete full oversight over their tax levy. So they had a tax levy increase of 38%, which was the amount of \$281,718. And so, what we did, so the overall levy will not be a property tax hike, we decreased our property tax levy for the amount levied for general county revenue purposes in the amount of \$281,718. So for the fifth straight year in a row, the Madison County Government is not raising property taxes. So that is quite the accomplishment. We've had some additional expenses, of course, the Safe-T Act is costing our public safety and law enforcement quite a bit of money next year. We do have some increases there. But again, this is a budget that does not increase property taxes. So with that said, I do have two proposed amendments to offer. Amendment one, the first amendment would be to amend the State's Attorney's budget, there was a clerical error regarding a position that is grant funded and that was mistakenly line itemed out that needs to be in the budget for the amount of \$100,000. And then, the second motion, I'll be entertaining these separately, but explaining these two, the second motion would be to amend the capital outlay budget by removing 1.5 million. This funding was allocated to the County Clerk's Office for new voting tabulators

that are about 30 something years old. I spoke to Clerk Elect Linda Andreas today about that line item. She supports removing that from the budget for this time being. She's going to have an election to run, a consolidated election around next year. The office can be very busy. She's new to this position. It gives her time to look at what machines can be offered for the clerk's office. And these machines aren't regulated by the state, but there's only a few vendors we can actually use according to state law. So it gives her time to look at that. And this board, I think I've talked to many of you, I think we will support her getting new machines if she goes that route. But for now, I'll entertain a motion to remove that 1.5 million. And at a later point, if she needs that...

Mr. Prenzler: Mr. Guy, could you please restate the first?

Mr. Guy: Absolutely. So now explaining everything, I'll make it even easier. So one amendment, entertain a motion to amend the State's Attorney's budget adding \$100,000.

Mr. Babcock moved, seconded by Mr. Walters to amend the FY 2023 budget.

The ayes and nays called on the motion to amend resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wichardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the FY 2023 budget amended.

On the question:

Mr. Guy: I'd like to propose amending the FY 2023 budget summary by moving 1.5 million from capital outlay.

Mr. Holliday: So if we need the new machines next year, will this money be available?

Mr. Guy: As we've discussed in Finance Committee last month, our plan actually in committee was to amend it at that time, but we had about an hour conversation on discussing our levy increase and how we were going to make that work. And so after that meeting, it dawned on me, I said, you know what guys and gals, we did not amend that like we said we were at the Finance Committee. So that's why I'm bringing this forward now. So we can use ARPA funds for that, or we just use general revenue and pass an immediate emergency appropriation for that line item.

Mr. Babcock moved, seconded by Mr. Madison to amend the FY 2023 budget.

The ayes and nays called on the motion to amend resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wichardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: Holliday

AYES: 24. NAYS: 1. Whereupon the Chairman declared the FY 2023 budget amended.

The following (8) items were submitted and read by Mr. Guy:

MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

000000-00-000
SUMMARY OF ALL FUNDS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$83,396,192.00
71000	SUPPLIES	3,500,057.00
72000	CONTRACTUAL SERVICES	13,948,309.00
73000	COMMUNICATIONS	1,268,482.00
74000	TRAVEL & TRANSPORTATION	239,107.00
75000	INSURANCE	3,476,763.00
76000	PUBLIC UTILITIES	1,376,199.00
77000	REPAIRS & MAINTENANCE	5,677,989.00
78000	RENTALS	2,029,000.00
79000	AID TO OTHER GOVT OR AGENCIES	8,324,074.00
80000	PROFESSIONAL DEVELOPMENT	233,970.00
81000	MEDICAL SERVICES	94,000.00
84000	MISCELLANEOUS EXPENDITURES	1,167,764.00
88000	VETERANS ASSISTANCE PAYMENTS	124,452.00
96000	FIXED ASSETS	27,872,643.00
97000	OTHER EXPENSES	650,000.00
	TOTAL EXPENDITURES	\$153,379,001.00

PAGE 1
MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010010-11-010
COUNTY BOARD

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$699,919.00
71000	SUPPLIES	5,700.00
72000	CONTRACTUAL SERVICES	47,869.00
73000	COMMUNICATIONS	7,800.00
74000	TRAVEL & TRANSPORTATION	12,300.00

77000	REPAIRS & MAINTENANCE	4,000.00
78000	RENTALS	1,900.00
80000	PROFESSIONAL DEVELOPMENT	2,000.00
84000	MISCELLANEOUS EXPENDITURES	26,500.00
96000	FIXED ASSETS	22,000.00
	TOTAL EXPENDITURES	\$829,988.00

PAGE 2
MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010020-11-010
BOARD OF REVIEW

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$242,663.00
71000	SUPPLIES	5,600.00
72000	CONTRACTUAL SERVICES	7,750.00
73000	COMMUNICATIONS	60,650.00
74000	TRAVEL & TRANSPORTATION	2,600.00
77000	REPAIRS & MAINTENANCE	900.00
78000	RENTALS	500.00
84000	MISCELLANEOUS EXPENDITURES	2,400.00
96000	FIXED ASSETS	1,300.00
	TOTAL EXPENDITURES	\$324,363.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-010
FACILITIES MANAGEMENT ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,263,013.00
71000	SUPPLIES	69,000.00
72000	CONTRACTUAL SERVICES	36,700.00
73000	COMMUNICATIONS	16,150.00
77000	REPAIRS & MAINTENANCE	128,100.00
78000	RENTALS	3,000.00
80000	PROFESSIONAL DEVELOPMENT	1,000.00
84000	MISCELLANEOUS EXPENDITURES	100.00

96000	FIXED ASSETS	9,826.00
	TOTAL EXPENDITURES	\$1,526,889.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-090
FACILITIES MANAGEMENT UTILITIES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
76000	PUBLIC UTILITIES	\$735,999.00
77000	REPAIRS & MAINTENANCE	40.00
	TOTAL EXPENDITURES	\$736,039.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-001
FACILITIES MANAGEMENT CLAY ST

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
72000	CONTRACTUAL SERVICES	\$1,550.00
77000	REPAIRS & MAINTENANCE	1,450.00
	TOTAL EXPENDITURES	\$3,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-002
FACILITIES MANAGEMENT DET HOME

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$2,200.00
72000	CONTRACTUAL SERVICES	10,900.00
77000	REPAIRS & MAINTENANCE	9,000.00

TOTAL EXPENDITURES \$22,100.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-003
FACILITIES MANAGEMENT JAIL

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$8,500.00
72000	CONTRACTUAL SERVICES	9,000.00
77000	REPAIRS & MAINTENANCE	31,500.00
78000	RENTALS	1,500.00
96000	FIXED ASSETS	2,250.00
	TOTAL EXPENDITURES	\$52,750.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-006
FACILITIES MANAGEMENT WOOD RIVER

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$11,000.00
72000	CONTRACTUAL SERVICES	21,500.00
77000	REPAIRS & MAINTENANCE	33,000.00
78000	RENTALS	2,000.00
96000	FIXED ASSETS	1,000.00
	TOTAL EXPENDITURES	\$68,500.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-091
FACILITIES MANAGEMENT JANITORIAL

ACCT TOTAL

CODE	ACCOUNT DESCRIPTION	BUDGET
77000	REPAIRS & MAINTENANCE	\$221,400.00
	TOTAL EXPENDITURES	\$221,400.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010031-11-285
FACILITIES MANAGEMENT CRIMINAL COURTS BLDG

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$1,200.00
72000	CONTRACTUAL SERVICES	6,000.00
77000	REPAIRS & MAINTENANCE	14,000.00
	TOTAL EXPENDITURES	\$21,200.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010040-11-010
ADMINISTRATIVE SERVICES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$325,244.00
71000	SUPPLIES	5,000.00
72000	CONTRACTUAL SERVICES	400.00
73000	COMMUNICATIONS	2,810.00
74000	TRAVEL & TRANSPORTATION	500.00
77000	REPAIRS & MAINTENANCE	7,000.00
80000	PROFESSIONAL DEVELOPMENT	2,000.00
84000	MISCELLANEOUS EXPENDITURES	2,100.00
96000	FIXED ASSETS	220.00
	TOTAL EXPENDITURES	\$345,274.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010050-11-010
CIRCUIT COURT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$740,117.00
71000	SUPPLIES	9,100.00
72000	CONTRACTUAL SERVICES	528,600.00
73000	COMMUNICATIONS	40,600.00
74000	TRAVEL & TRANSPORTATION	2,500.00
77000	REPAIRS & MAINTENANCE	14,080.00
80000	PROFESSIONAL DEVELOPMENT	500.00
84000	MISCELLANEOUS EXPENDITURES	500.00
96000	FIXED ASSETS	4,500.00
TOTAL EXPENDITURES		\$1,340,497.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010050-11-077
CIRCUIT COURT - EVICTION MEDIATION

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$31,065.00
71000	SUPPLIES	500.00
72000	CONTRACTUAL SERVICES	750.00
73000	COMMUNICATIONS	250.00
TOTAL EXPENDITURES		\$32,565.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010061-11-010
INFORMATION TECHNOLOGY ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$872,847.00
71000	SUPPLIES	11,500.00

72000	CONTRACTUAL SERVICES	194,000.00
73000	COMMUNICATIONS	21,500.00
74000	TRAVEL & TRANSPORTATION	4,500.00
77000	REPAIRS & MAINTENANCE	244,000.00
78000	RENTALS	601,000.00
80000	PROFESSIONAL DEVELOPMENT	8,000.00
84000	MISCELLANEOUS EXPENDITURES	6,000.00
96000	FIXED ASSETS	102,000.00
	TOTAL EXPENDITURES	\$2,065,347.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010061-11-083
INFORMATION TECHNOLOGY REAL ESTATE TAX SYSTEM MANAGEMENT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
78000	RENTALS	\$193,000.00
	TOTAL EXPENDITURES	\$193,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010085-11-010
EMA

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$285,532.00
71000	SUPPLIES	20,750.00
72000	CONTRACTUAL SERVICES	62,500.00
73000	COMMUNICATIONS	7,100.00
74000	TRAVEL & TRANSPORTATION	2,000.00
77000	REPAIRS & MAINTENANCE	18,500.00
84000	MISCELLANEOUS EXPENDITURES	950.00
96000	FIXED ASSETS	9,150.00
	TOTAL EXPENDITURES	\$406,482.00

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MADISON COUNTY, IL

Run Date: 11/16/22

FISCAL YEAR 2023
BUDGET LOAD

Run Time: 11:48 AM

010087-11-010
HOUSING AUTHORITY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$7,800.00
	TOTAL EXPENDITURES	\$7,800.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010100-11-010
LIQUOR COMMISSION

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$3,539.00
71000	SUPPLIES	150.00
72000	CONTRACTUAL SERVICES	1,500.00
73000	COMMUNICATIONS	700.00
96000	FIXED ASSETS	180.00
	TOTAL EXPENDITURES	\$6,069.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010110-11-010
PERSONNEL

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$7,105,119.00
71000	SUPPLIES	4,300.00
72000	CONTRACTUAL SERVICES	595,480.00
73000	COMMUNICATIONS	5,500.00
74000	TRAVEL & TRANSPORTATION	6,500.00
77000	REPAIRS & MAINTENANCE	2,500.00
80000	PROFESSIONAL DEVELOPMENT	96,000.00

84000	MISCELLANEOUS EXPENDITURES	12,000.00
96000	FIXED ASSETS	283,678.00
	TOTAL EXPENDITURES	\$8,111,077.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010111-11-010
PERSONNEL GODFREY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$239,400.00
	TOTAL EXPENDITURES	\$239,400.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010120-11-010
POLICE MERIT BOARD

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$21,451.00
72000	CONTRACTUAL SERVICES	6,572.00
73000	COMMUNICATIONS	3,000.00
74000	TRAVEL & TRANSPORTATION	300.00
84000	MISCELLANEOUS EXPENDITURES	300.00
	TOTAL EXPENDITURES	\$31,623.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010130-11-010
PROBATION ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
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70000	PERSONAL SERVICES	\$1,388,527.00
71000	SUPPLIES	23,671.00
72000	CONTRACTUAL SERVICES	7,000.00
73000	COMMUNICATIONS	25,200.00
74000	TRAVEL & TRANSPORTATION	3,000.00
76000	PUBLIC UTILITIES	6,400.00
77000	REPAIRS & MAINTENANCE	21,000.00
80000	PROFESSIONAL DEVELOPMENT	2,500.00
84000	MISCELLANEOUS EXPENDITURES	600.00
96000	FIXED ASSETS	14,800.00
	TOTAL EXPENDITURES	\$1,492,698.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010130-11-045
PROBATION PUBLIC ACT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,756,650.00
	TOTAL EXPENDITURES	\$1,756,650.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010130-11-046
PROBATION PRETRIAL RELEASE

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$469,239.00
72000	CONTRACTUAL SERVICES	71,000.00
77000	REPAIRS & MAINTENANCE	1,200.00
80000	PROFESSIONAL DEVELOPMENT	2,100.00
84000	MISCELLANEOUS EXPENDITURES	500.00
96000	FIXED ASSETS	4,300.00
	TOTAL EXPENDITURES	\$548,339.00

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MADISON COUNTY, IL

Run Date: 11/16/22

FISCAL YEAR 2023
BUDGET LOAD

Run Time: 11:48 AM

010130-11-096
PROBATION ALTERNATIVE COURT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$302,145.00
71000	SUPPLIES	8,427.00
72000	CONTRACTUAL SERVICES	450.00
73000	COMMUNICATIONS	3,100.00
74000	TRAVEL & TRANSPORTATION	3,500.00
77000	REPAIRS & MAINTENANCE	4,800.00
84000	MISCELLANEOUS EXPENDITURES	600.00
96000	FIXED ASSETS	2,600.00
	TOTAL EXPENDITURES	\$325,622.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010141-11-010
PUBLIC DEFENDER ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,372,058.00
71000	SUPPLIES	23,500.00
72000	CONTRACTUAL SERVICES	20,850.00
73000	COMMUNICATIONS	20,250.00
74000	TRAVEL & TRANSPORTATION	9,000.00
75000	INSURANCE	100.00
77000	REPAIRS & MAINTENANCE	3,000.00
80000	PROFESSIONAL DEVELOPMENT	4,000.00
84000	MISCELLANEOUS EXPENDITURES	4,000.00
96000	FIXED ASSETS	8,700.00
	TOTAL EXPENDITURES	\$1,465,458.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010141-11-011

PUBLIC DEFENDER AUTOPSY/LAB

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
72000	CONTRACTUAL SERVICES	\$15,000.00
	TOTAL EXPENDITURES	\$15,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010141-11-032
PUBLIC DEFENDER SAFE T ACT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$51,450.00
71000	SUPPLIES	2,000.00
73000	COMMUNICATIONS	2,000.00
96000	FIXED ASSETS	4,000.00
	TOTAL EXPENDITURES	\$59,450.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010150-11-010
SPECIAL STUDIES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$75,000.00
	TOTAL EXPENDITURES	\$75,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010156-11-010
CHIEF CO ASSESS OFF ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,334,860.00
71000	SUPPLIES	13,300.00
72000	CONTRACTUAL SERVICES	7,500.00
73000	COMMUNICATIONS	3,000.00
74000	TRAVEL & TRANSPORTATION	2,400.00
75000	INSURANCE	250.00
77000	REPAIRS & MAINTENANCE	5,700.00
78000	RENTALS	5,000.00
84000	MISCELLANEOUS EXPENDITURES	1,600.00
96000	FIXED ASSETS	7,900.00
	TOTAL EXPENDITURES	\$1,381,510.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010156-11-015
CHIEF CO ASSESS POST/PRINT/PUBL

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
73000	COMMUNICATIONS	\$60,000.00
	TOTAL EXPENDITURES	\$60,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010170-11-010
BUILDING & ZONING ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$260,173.00
71000	SUPPLIES	2,200.00
72000	CONTRACTUAL SERVICES	2,900.00
73000	COMMUNICATIONS	11,000.00
74000	TRAVEL & TRANSPORTATION	1,800.00
75000	INSURANCE	100.00
77000	REPAIRS & MAINTENANCE	6,771.00
78000	RENTALS	1,000.00

80000	PROFESSIONAL DEVELOPMENT	1,500.00
84000	MISCELLANEOUS EXPENDITURES	4,000.00
96000	FIXED ASSETS	1,500.00
	TOTAL EXPENDITURES	\$292,944.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010170-11-013
BLDG & ZONING LEGAL PUBLICATIONS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
73000	COMMUNICATIONS	\$13,000.00
	TOTAL EXPENDITURES	\$13,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010170-11-014
BLDG & ZONING CODE HEARING

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
72000	CONTRACTUAL SERVICES	\$16,400.00
	TOTAL EXPENDITURES	\$16,400.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010200-11-010
AUDITOR

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$713,351.00
71000	SUPPLIES	2,950.00
72000	CONTRACTUAL SERVICES	9,730.00

73000	COMMUNICATIONS	5,450.00
74000	TRAVEL & TRANSPORTATION	2,500.00
77000	REPAIRS & MAINTENANCE	1,500.00
78000	RENTALS	47,300.00
80000	PROFESSIONAL DEVELOPMENT	500.00
84000	MISCELLANEOUS EXPENDITURES	3,500.00
96000	FIXED ASSETS	2,500.00
	TOTAL EXPENDITURES	\$789,281.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010200-11-018
AUDITOR - CAFR

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
72000	CONTRACTUAL SERVICES	\$107,520.00
	TOTAL EXPENDITURES	\$107,520.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010210-11-010
CIRCUIT CLERK ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$2,925,532.00
71000	SUPPLIES	11,500.00
72000	CONTRACTUAL SERVICES	11,227.00
73000	COMMUNICATIONS	179,850.00
74000	TRAVEL & TRANSPORTATION	6,300.00
75000	INSURANCE	2,000.00
77000	REPAIRS & MAINTENANCE	21,000.00
84000	MISCELLANEOUS EXPENDITURES	3,535.00
96000	FIXED ASSETS	12,981.00
	TOTAL EXPENDITURES	\$3,173,925.00

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MADISON COUNTY, IL

Run Date: 11/16/22

FISCAL YEAR 2023
BUDGET LOAD

Run Time: 11:48 AM

010210-11-028
CIRCUIT CLERK IV-D

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$72,198.00
	TOTAL EXPENDITURES	\$72,198.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010221-11-010
CORONER ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$907,387.00
71000	SUPPLIES	26,100.00
72000	CONTRACTUAL SERVICES	2,960.00
73000	COMMUNICATIONS	14,150.00
74000	TRAVEL & TRANSPORTATION	500.00
77000	REPAIRS & MAINTENANCE	9,300.00
80000	PROFESSIONAL DEVELOPMENT	1,250.00
84000	MISCELLANEOUS EXPENDITURES	1,500.00
96000	FIXED ASSETS	1,000.00
	TOTAL EXPENDITURES	\$964,147.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010221-11-011
CORONER AUTOPSY/LAB/TRAN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$15,402.00
72000	CONTRACTUAL SERVICES	300,000.00
76000	PUBLIC UTILITIES	7,000.00

77000	REPAIRS & MAINTENANCE	700.00
79000	AID TO OTHER GOVT OR AGENCIES	23,000.00
81000	MEDICAL SERVICES	94,000.00
	TOTAL EXPENDITURES	\$440,102.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010231-11-010
COUNTY CLERK ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$637,143.00
71000	SUPPLIES	12,207.00
72000	CONTRACTUAL SERVICES	1,500.00
73000	COMMUNICATIONS	35,200.00
74000	TRAVEL & TRANSPORTATION	2,000.00
75000	INSURANCE	500.00
77000	REPAIRS & MAINTENANCE	11,800.00
84000	MISCELLANEOUS EXPENDITURES	8,200.00
96000	FIXED ASSETS	2,000.00
	TOTAL EXPENDITURES	\$710,550.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010231-11-012
COUNTY CLERK ELECTIONS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$622,884.00
71000	SUPPLIES	48,400.00
72000	CONTRACTUAL SERVICES	12,000.00
73000	COMMUNICATIONS	116,000.00
74000	TRAVEL & TRANSPORTATION	2,000.00
77000	REPAIRS & MAINTENANCE	19,000.00
78000	RENTALS	500.00
84000	MISCELLANEOUS EXPENDITURES	900.00
96000	FIXED ASSETS	3,500.00

TOTAL EXPENDITURES \$825,184.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010231-11-075
COUNTY CLERK ELECTION DAY EXP

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$205,625.00
72000	CONTRACTUAL SERVICES	52,000.00
77000	REPAIRS & MAINTENANCE	159,000.00
78000	RENTALS	45,000.00
	TOTAL EXPENDITURES	\$461,625.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010240-11-010
EDUCATION

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$431,098.00
71000	SUPPLIES	5,500.00
72000	CONTRACTUAL SERVICES	29,000.00
73000	COMMUNICATIONS	11,500.00
74000	TRAVEL & TRANSPORTATION	2,000.00
75000	INSURANCE	750.00
77000	REPAIRS & MAINTENANCE	5,750.00
84000	MISCELLANEOUS EXPENDITURES	2,000.00
96000	FIXED ASSETS	3,500.00
	TOTAL EXPENDITURES	\$491,098.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010250-11-010
RECORDER

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$155,594.00
71000	SUPPLIES	8,000.00
72000	CONTRACTUAL SERVICES	4,500.00
73000	COMMUNICATIONS	9,400.00
74000	TRAVEL & TRANSPORTATION	1,250.00
75000	INSURANCE	300.00
77000	REPAIRS & MAINTENANCE	7,200.00
80000	PROFESSIONAL DEVELOPMENT	400.00
84000	MISCELLANEOUS EXPENDITURES	1,250.00
96000	FIXED ASSETS	2,000.00
	TOTAL EXPENDITURES	\$189,894.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-010
SHERIFF ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$6,101,679.00
71000	SUPPLIES	133,500.00
72000	CONTRACTUAL SERVICES	92,000.00
73000	COMMUNICATIONS	58,250.00
74000	TRAVEL & TRANSPORTATION	10,000.00
75000	INSURANCE	50.00
77000	REPAIRS & MAINTENANCE	90,500.00
78000	RENTALS	45,000.00
80000	PROFESSIONAL DEVELOPMENT	17,000.00
84000	MISCELLANEOUS EXPENDITURES	9,000.00
96000	FIXED ASSETS	31,500.00
	TOTAL EXPENDITURES	\$6,588,479.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-025
SHERIFF GODFREY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,754,193.00
71000	SUPPLIES	27,000.00
72000	CONTRACTUAL SERVICES	21,500.00
74000	TRAVEL & TRANSPORTATION	500.00
77000	REPAIRS & MAINTENANCE	40,000.00
80000	PROFESSIONAL DEVELOPMENT	1,000.00
84000	MISCELLANEOUS EXPENDITURES	300.00
96000	FIXED ASSETS	8,000.00
	TOTAL EXPENDITURES	\$1,852,493.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-027
SHERIFF WORKER COMP

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$35,000.00
	TOTAL EXPENDITURES	\$35,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-032
SHERIFF SAFE T ACT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$61,220.00
	TOTAL EXPENDITURES	\$61,220.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-035
 SHERIFF TRIAD SECURITY SERV

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$166,402.00
75000	INSURANCE	6,465.00
	TOTAL EXPENDITURES	\$172,867.00

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 MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

010260-11-037
 SHERIFF COPS IN SCHOOL PROGRAM

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$226,393.00
71000	SUPPLIES	4,900.00
73000	COMMUNICATIONS	150.00
74000	TRAVEL & TRANSPORTATION	300.00
75000	INSURANCE	9,404.00
77000	REPAIRS & MAINTENANCE	1,500.00
80000	PROFESSIONAL DEVELOPMENT	1,000.00
84000	MISCELLANEOUS EXPENDITURES	850.00
	TOTAL EXPENDITURES	\$244,497.00

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 MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

010260-11-038
 SHERIFF DCFS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$128,856.00
71000	SUPPLIES	1,200.00
75000	INSURANCE	5,021.00
	TOTAL EXPENDITURES	\$135,077.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-040
SHERIFF COURT SECURITY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,353,576.00
71000	SUPPLIES	33,500.00
72000	CONTRACTUAL SERVICES	19,500.00
73000	COMMUNICATIONS	250.00
74000	TRAVEL & TRANSPORTATION	500.00
77000	REPAIRS & MAINTENANCE	24,000.00
78000	RENTALS	20,000.00
80000	PROFESSIONAL DEVELOPMENT	1,000.00
84000	MISCELLANEOUS EXPENDITURES	250.00
96000	FIXED ASSETS	22,500.00
	TOTAL EXPENDITURES	\$1,475,076.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-050
SHERIFF SECURITY SERVICES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$110,000.00
	TOTAL EXPENDITURES	\$110,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-055
SHERIFF MEATTF

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
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70000	PERSONAL SERVICES	\$133,804.00
71000	SUPPLIES	1,200.00
75000	INSURANCE	5,247.00
	TOTAL EXPENDITURES	\$140,251.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010260-11-067
SHERIFF VEHICLE MAINTENANCE & REPAIR

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$358,250.00
72000	CONTRACTUAL SERVICES	3,000.00
77000	REPAIRS & MAINTENANCE	90,000.00
96000	FIXED ASSETS	2,000.00
	TOTAL EXPENDITURES	\$453,250.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010262-11-010
JAIL
ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$4,896,059.00
71000	SUPPLIES	68,250.00
72000	CONTRACTUAL SERVICES	40,000.00
73000	COMMUNICATIONS	20,300.00
74000	TRAVEL & TRANSPORTATION	4,750.00
77000	REPAIRS & MAINTENANCE	26,500.00
78000	RENTALS	4,500.00
80000	PROFESSIONAL DEVELOPMENT	6,000.00
84000	MISCELLANEOUS EXPENDITURES	2,900.00
96000	FIXED ASSETS	13,150.00
	TOTAL EXPENDITURES	\$5,082,409.00

MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

010262-11-070
 JAIL GROCERIES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$710,950.00
72000	CONTRACTUAL SERVICES	250.00
80000	PROFESSIONAL DEVELOPMENT	150.00
84000	MISCELLANEOUS EXPENDITURES	375.00
	TOTAL EXPENDITURES	\$711,725.00

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 MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

010262-11-080
 JAIL MEDICAL EXPENSE

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$8,000.00
72000	CONTRACTUAL SERVICES	500,000.00
84000	MISCELLANEOUS EXPENDITURES	250.00
96000	FIXED ASSETS	2,000.00
	TOTAL EXPENDITURES	\$510,250.00

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 MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

010262-11-090
 JAIL UTILITIES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
76000	PUBLIC UTILITIES	\$314,000.00
	TOTAL EXPENDITURES	\$314,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010270-11-010
STATES ATTORNEY ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$3,223,152.00
71000	SUPPLIES	86,750.00
72000	CONTRACTUAL SERVICES	76,475.00
73000	COMMUNICATIONS	47,800.00
74000	TRAVEL & TRANSPORTATION	10,500.00
75000	INSURANCE	300.00
77000	REPAIRS & MAINTENANCE	10,500.00
78000	RENTALS	2,000.00
84000	MISCELLANEOUS EXPENDITURES	44,275.00
96000	FIXED ASSETS	249,250.00
	TOTAL EXPENDITURES	\$3,751,002.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010270-11-028
STATES ATTORNEY IV-D

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$530,872.00
71000	SUPPLIES	3,000.00
73000	COMMUNICATIONS	300.00
74000	TRAVEL & TRANSPORTATION	2,000.00
77000	REPAIRS & MAINTENANCE	450.00
84000	MISCELLANEOUS EXPENDITURES	1,000.00
	TOTAL EXPENDITURES	\$537,622.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010270-11-032

STATES ATTORNEY SAFE T ACT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$289,828.00
96000	FIXED ASSETS	30,000.00
	TOTAL EXPENDITURES	\$319,828.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010270-11-055
STATES ATTORNEY MEATTF

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$97,877.00
	TOTAL EXPENDITURES	\$97,877.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010270-11-071
STATES ATTORNEY TRANSIT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$76,409.00
	TOTAL EXPENDITURES	\$76,409.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010285-11-010
TREASURER ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
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70000	PERSONAL SERVICES	\$733,160.00
71000	SUPPLIES	6,150.00
72000	CONTRACTUAL SERVICES	98,700.00
73000	COMMUNICATIONS	2,000.00
74000	TRAVEL & TRANSPORTATION	2,400.00
75000	INSURANCE	4,100.00
77000	REPAIRS & MAINTENANCE	6,700.00
80000	PROFESSIONAL DEVELOPMENT	2,000.00
84000	MISCELLANEOUS EXPENDITURES	2,050.00
96000	FIXED ASSETS	8,500.00
	TOTAL EXPENDITURES	\$865,760.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010285-11-015
TREASURER POSTAGE PRINT PUBL

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$3,000.00
73000	COMMUNICATIONS	147,000.00
77000	REPAIRS & MAINTENANCE	5,000.00
	TOTAL EXPENDITURES	\$155,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010041-14-010
ADMINISTRATIVE SERVICES CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$7,000.00
	TOTAL EXPENDITURES	\$7,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010051-14-010
CIRCUIT COURT CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$10,000.00
	TOTAL EXPENDITURES	\$10,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010060-14-010
INFO TECH CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
78000	RENTALS	\$451,000.00
96000	FIXED ASSETS	556,500.00
	TOTAL EXPENDITURES	\$1,007,500.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010086-14-010
EMA CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$134,750.00
	TOTAL EXPENDITURES	\$134,750.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010112-14-010
PERSONNEL CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
72000	CONTRACTUAL SERVICES	\$603,097.00
	TOTAL EXPENDITURES	\$603,097.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010131-14-010
PROBATION CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$14,800.00
	TOTAL EXPENDITURES	\$14,800.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010157-14-010
CHIEF COUNTY ASSESSOR CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$48,100.00
	TOTAL EXPENDITURES	\$48,100.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010222-14-010
CORONER CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$126,443.00

TOTAL EXPENDITURES \$126,443.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010232-14-010
COUNTY CLERK CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$12,244.00
	TOTAL EXPENDITURES	\$12,244.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010241-14-010
EDUCATION CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$6,045.00
	TOTAL EXPENDITURES	\$6,045.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

010261-14-010
SHERIFF CO - ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$633,614.00
	TOTAL EXPENDITURES	\$633,614.00

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MADISON COUNTY, IL
FISCAL YEAR 2023

Run Date: 11/16/22
Run Time: 11:48 AM

BUDGET LOAD

010271-14-010
STATE'S ATTORNEY CO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$60,000.00
	TOTAL EXPENDITURES	\$60,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020301-10-010
ANIMAL CONTROL

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$658,614.00
71000	SUPPLIES	38,800.00
72000	CONTRACTUAL SERVICES	50,952.00
73000	COMMUNICATIONS	24,000.00
74000	TRAVEL & TRANSPORTATION	1,500.00
75000	INSURANCE	150.00
76000	PUBLIC UTILITIES	21,150.00
77000	REPAIRS & MAINTENANCE	12,350.00
78000	RENTALS	10,000.00
84000	MISCELLANEOUS EXPENDITURES	4,500.00
96000	FIXED ASSETS	62,260.00
	TOTAL EXPENDITURES	\$884,276.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020305-10-000
ANIMAL POPULATION CONTROL FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$35,000.00

TOTAL EXPENDITURES \$35,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020320-10-010
DETENTION HOME

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$2,684,814.00
71000	SUPPLIES	143,500.00
72000	CONTRACTUAL SERVICES	50,260.00
73000	COMMUNICATIONS	4,750.00
74000	TRAVEL & TRANSPORTATION	600.00
76000	PUBLIC UTILITIES	54,400.00
77000	REPAIRS & MAINTENANCE	2,900.00
80000	PROFESSIONAL DEVELOPMENT	1,500.00
84000	MISCELLANEOUS EXPENDITURES	1,500.00
96000	FIXED ASSETS	19,674.00
	TOTAL EXPENDITURES	\$2,963,898.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020325-10-010
HEALTH DEPARTMENT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$2,944,591.00
71000	SUPPLIES	321,450.00
72000	CONTRACTUAL SERVICES	221,670.00
73000	COMMUNICATIONS	56,500.00
74000	TRAVEL & TRANSPORTATION	46,000.00
75000	INSURANCE	40.00
77000	REPAIRS & MAINTENANCE	55,000.00
78000	RENTALS	4,000.00
79000	AID TO OTHER GOVT OR AGENCIES	6,000.00
80000	PROFESSIONAL DEVELOPMENT	2,000.00
84000	MISCELLANEOUS EXPENDITURES	17,700.00
96000	FIXED ASSETS	47,500.00

TOTAL EXPENDITURES \$3,722,451.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020330-10-000
SHERIFF JAIL COMMISSARY FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$13,052.00
71000	SUPPLIES	156,000.00
77000	REPAIRS & MAINTENANCE	71,000.00
96000	FIXED ASSETS	6,000.00
	TOTAL EXPENDITURES	\$246,052.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020350-10-000
IMRF

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$3,975,000.00
	TOTAL EXPENDITURES	\$3,975,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020355-10-000
SOCIAL SECURITY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$3,690,500.00
	TOTAL EXPENDITURES	\$3,690,500.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020365-10-000
INDEMNITY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
84000	MISCELLANEOUS EXPENDITURES	\$50,000.00
	TOTAL EXPENDITURES	\$50,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020370-10-000
LAW LIBRARY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$351,835.00
71000	SUPPLIES	193,400.00
72000	CONTRACTUAL SERVICES	200.00
73000	COMMUNICATIONS	9,000.00
74000	TRAVEL & TRANSPORTATION	2,400.00
77000	REPAIRS & MAINTENANCE	3,000.00
80000	PROFESSIONAL DEVELOPMENT	500.00
84000	MISCELLANEOUS EXPENDITURES	800.00
96000	FIXED ASSETS	4,000.00
	TOTAL EXPENDITURES	\$565,135.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020380-10-010
MH ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$268,861.00

71000	SUPPLIES	4,250.00
72000	CONTRACTUAL SERVICES	9,110.00
73000	COMMUNICATIONS	3,140.00
74000	TRAVEL & TRANSPORTATION	11,500.00
77000	REPAIRS & MAINTENANCE	6,000.00
80000	PROFESSIONAL DEVELOPMENT	2,000.00
84000	MISCELLANEOUS EXPENDITURES	10,229.00
96000	FIXED ASSETS	2,000.00
TOTAL EXPENDITURES		\$317,090.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020380-10-115
MH SYSTEM DEVELOPMENT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$1,550.00
73000	COMMUNICATIONS	400.00
79000	AID TO OTHER GOVT OR AGENCIES	52,119.00
84000	MISCELLANEOUS EXPENDITURES	3,050.00
TOTAL EXPENDITURES		\$57,119.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020380-10-096
MH ALTERNATIVE COURT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$352,165.00
TOTAL EXPENDITURES		\$352,165.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020380-10-125

MH AID TO AGENCIES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$2,487,290.00
	TOTAL EXPENDITURES	\$2,487,290.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020415-10-000
FORECLOSURE MEDIATION FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$39,496.00
71000	SUPPLIES	500.00
72000	CONTRACTUAL SERVICES	750.00
73000	COMMUNICATIONS	250.00
	TOTAL EXPENDITURES	\$40,996.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020420-10-010
VETERANS ASST ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$757,558.00
71000	SUPPLIES	2,250.00
72000	CONTRACTUAL SERVICES	187,803.00
73000	COMMUNICATIONS	4,400.00
74000	TRAVEL & TRANSPORTATION	5,000.00
75000	INSURANCE	50.00
77000	REPAIRS & MAINTENANCE	8,000.00
78000	RENTALS	50.00
80000	PROFESSIONAL DEVELOPMENT	3,050.00
84000	MISCELLANEOUS EXPENDITURES	30,850.00
88000	VETERANS ASSISTANCE PAYMENTS	1,600.00
96000	FIXED ASSETS	33,950.00

TOTAL EXPENDITURES \$1,034,561.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020420-10-120
VETERANS ASST AID TO VETS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
84000	MISCELLANEOUS EXPENDITURES	\$28,500.00
88000	VETERANS ASSISTANCE PAYMENTS	122,852.00
	TOTAL EXPENDITURES	\$151,352.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020429-10-000
CHILD ADVOCACY CENTER - ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$489,897.00
71000	SUPPLIES	11,800.00
72000	CONTRACTUAL SERVICES	3,400.00
73000	COMMUNICATIONS	6,700.00
74000	TRAVEL & TRANSPORTATION	10,000.00
77000	REPAIRS & MAINTENANCE	7,600.00
78000	RENTALS	6,000.00
80000	PROFESSIONAL DEVELOPMENT	5,000.00
84000	MISCELLANEOUS EXPENDITURES	9,000.00
96000	FIXED ASSETS	2,500.00
	TOTAL EXPENDITURES	\$551,897.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020429-10-145
CAC - MENTAL HLTH BRD CONTRACT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
84000	MISCELLANEOUS EXPENDITURES	\$35,000.00
	TOTAL EXPENDITURES	\$35,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020440-10-000
HIGHWAY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$3,522,697.00
71000	SUPPLIES	460,000.00
72000	CONTRACTUAL SERVICES	209,500.00
73000	COMMUNICATIONS	18,000.00
74000	TRAVEL & TRANSPORTATION	17,000.00
75000	INSURANCE	4,500.00
76000	PUBLIC UTILITIES	87,500.00
77000	REPAIRS & MAINTENANCE	383,000.00
78000	RENTALS	30,000.00
80000	PROFESSIONAL DEVELOPMENT	5,000.00
84000	MISCELLANEOUS EXPENDITURES	15,500.00
96000	FIXED ASSETS	978,000.00
	TOTAL EXPENDITURES	\$5,730,697.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020441-10-000
BRIDGE

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$289,000.00
72000	CONTRACTUAL SERVICES	501,000.00
74000	TRAVEL & TRANSPORTATION	2,000.00
77000	REPAIRS & MAINTENANCE	5,000.00
96000	FIXED ASSETS	995,000.00

TOTAL EXPENDITURES \$1,792,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020442-10-000
MATCHING TAX

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$1,690,000.00
96000	FIXED ASSETS	300,000.00
	TOTAL EXPENDITURES	\$1,990,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020443-10-000
MOTOR FUEL TAX

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,930,000.00
72000	CONTRACTUAL SERVICES	505,000.00
77000	REPAIRS & MAINTENANCE	2,500,000.00
96000	FIXED ASSETS	9,565,000.00
	TOTAL EXPENDITURES	\$14,500,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020444-10-000
TOWNSHIP MFT REIMB ACCOUNT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
77000	REPAIRS & MAINTENANCE	\$1,000,000.00
96000	FIXED ASSETS	3,500,000.00

TOTAL EXPENDITURES \$4,500,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020470-10-000
CIRCUIT COURT CLERK OPERATION AND ADMIN FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$140,180.00
71000	SUPPLIES	38,100.00
	TOTAL EXPENDITURES	\$178,280.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020477-10-000
CORONER FEE FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$22,750.00
73000	COMMUNICATIONS	1,000.00
74000	TRAVEL & TRANSPORTATION	2,500.00
75000	INSURANCE	1,500.00
77000	REPAIRS & MAINTENANCE	1,800.00
78000	RENTALS	17,500.00
80000	PROFESSIONAL DEVELOPMENT	5,520.00
84000	MISCELLANEOUS EXPENDITURES	5,200.00
96000	FIXED ASSETS	33,900.00
	TOTAL EXPENDITURES	\$91,670.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020480-10-000
HOST FEE FUND - ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$359,211.00
71000	SUPPLIES	21,000.00
72000	CONTRACTUAL SERVICES	65,000.00
73000	COMMUNICATIONS	11,682.00
74000	TRAVEL & TRANSPORTATION	3,457.00
77000	REPAIRS & MAINTENANCE	11,000.00
78000	RENTALS	2,500.00
80000	PROFESSIONAL DEVELOPMENT	3,000.00
84000	MISCELLANEOUS EXPENDITURES	6,000.00
96000	FIXED ASSETS	89,543.00
	TOTAL EXPENDITURES	\$572,393.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020480-10-125
HOST FEE FUND - AID TO AGENCIES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$25,000.00
	TOTAL EXPENDITURES	\$25,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020480-10-140
HOST FEE FUND - GRANTS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$42,400.00
72000	CONTRACTUAL SERVICES	368,900.00
79000	AID TO OTHER GOVT OR AGENCIES	558,000.00
	TOTAL EXPENDITURES	\$969,300.00

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MADISON COUNTY, IL

Run Date: 11/16/22

FISCAL YEAR 2023
BUDGET LOAD

Run Time: 11:48 AM

020483-10-000
CIRCUIT CLERK E-CITATION FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$1,000.00
78000	RENTALS	100,000.00
79000	AID TO OTHER GOVT OR AGENCIES	25,000.00
96000	FIXED ASSETS	90,000.00
	TOTAL EXPENDITURES	\$216,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020485-10-000
NEUTRAL SITE CUSTODY EXCHANGE

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
72000	CONTRACTUAL SERVICES	\$200,000.00
	TOTAL EXPENDITURES	\$200,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020487-10-000
GIS FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$305,659.00
71000	SUPPLIES	2,600.00
72000	CONTRACTUAL SERVICES	320,000.00
73000	COMMUNICATIONS	1,500.00
77000	REPAIRS & MAINTENANCE	2,000.00
78000	RENTALS	10,000.00
80000	PROFESSIONAL DEVELOPMENT	10,000.00
84000	MISCELLANEOUS EXPENDITURES	1,500.00

96000	FIXED ASSETS	132,500.00
	TOTAL EXPENDITURES	\$785,759.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020488-10-000
TAX LIQUIDATION FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
73000	COMMUNICATIONS	\$28,000.00
	TOTAL EXPENDITURES	\$28,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020489-10-000
TAX SALE AUTOMATION FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$74,667.00
72000	CONTRACTUAL SERVICES	12,000.00
73000	COMMUNICATIONS	1,000.00
77000	REPAIRS & MAINTENANCE	5,998.00
96000	FIXED ASSETS	2,000.00
	TOTAL EXPENDITURES	\$95,665.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020490-10-000
CIR CLERK OFFICE AUTOMATION

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$382,924.00

71000	SUPPLIES	11,500.00
72000	CONTRACTUAL SERVICES	8,000.00
73000	COMMUNICATIONS	10,000.00
74000	TRAVEL & TRANSPORTATION	500.00
77000	REPAIRS & MAINTENANCE	100,000.00
78000	RENTALS	150,000.00
96000	FIXED ASSETS	304,000.00
	TOTAL EXPENDITURES	\$966,924.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020491-10-000
RECORDER OFFICE AUTOMATION

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$624,509.00
71000	SUPPLIES	1,500.00
72000	CONTRACTUAL SERVICES	360,000.00
73000	COMMUNICATIONS	2,000.00
74000	TRAVEL & TRANSPORTATION	250.00
77000	REPAIRS & MAINTENANCE	2,500.00
84000	MISCELLANEOUS EXPENDITURES	3,250.00
96000	FIXED ASSETS	2,000.00
	TOTAL EXPENDITURES	\$996,009.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020492-10-000
CHLD SUPP AND MAINT FEE FD

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$7,000.00
73000	COMMUNICATIONS	5,000.00
	TOTAL EXPENDITURES	\$12,000.00

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MADISON COUNTY, IL

Run Date: 11/16/22

FISCAL YEAR 2023
BUDGET LOAD

Run Time: 11:48 AM

020493-10-000
PROBATION SERVICES FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$16,000.00
72000	CONTRACTUAL SERVICES	120,700.00
73000	COMMUNICATIONS	1,000.00
74000	TRAVEL & TRANSPORTATION	13,000.00
77000	REPAIRS & MAINTENANCE	500.00
80000	PROFESSIONAL DEVELOPMENT	5,000.00
84000	MISCELLANEOUS EXPENDITURES	9,200.00
96000	FIXED ASSETS	9,537.00
	TOTAL EXPENDITURES	\$174,937.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020494-10-000
COUNTY CLERK OFFICE AUTOMATION

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$96,789.00
78000	RENTALS	47,000.00
96000	FIXED ASSETS	23,500.00
	TOTAL EXPENDITURES	\$167,289.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020495-10-000
PARKS AND REC REVOLVING LOAN FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$450,000.00

TOTAL EXPENDITURES \$450,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020496-10-010
SOLID WASTE ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$778,675.00
	TOTAL EXPENDITURES	\$778,675.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020497-10-125
TOURISM AID TO AGENCIES

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$10,000.00
	TOTAL EXPENDITURES	\$10,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020498-10-000
911 EMERGENCY TELEPHONE SYS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$782,292.00
71000	SUPPLIES	9,750.00
72000	CONTRACTUAL SERVICES	5,106,600.00
73000	COMMUNICATIONS	62,500.00
74000	TRAVEL & TRANSPORTATION	9,000.00
77000	REPAIRS & MAINTENANCE	19,500.00

78000	RENTALS	200,000.00
80000	PROFESSIONAL DEVELOPMENT	25,000.00
84000	MISCELLANEOUS EXPENDITURES	8,000.00
96000	FIXED ASSETS	87,000.00
	TOTAL EXPENDITURES	\$6,309,642.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020499-10-000
METRO EAST P&R GRANTS COMM

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$36,592.00
79000	AID TO OTHER GOVT OR AGENCIES	2,450,000.00
	TOTAL EXPENDITURES	\$2,486,592.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020500-10-000
VICTIM ASST CENTER GT 851052

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$39,537.00
	TOTAL EXPENDITURES	\$39,537.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020501-10-000
FORFTED FUNDS SHERIFF US DOTT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
79000	AID TO OTHER GOVT OR AGENCIES	\$4,000.00

96000	FIXED ASSETS	15,000.00
	TOTAL EXPENDITURES	\$19,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020510-10-000
COURT DOCUMENT STORAGE FUND

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,009,882.00
71000	SUPPLIES	24,000.00
72000	CONTRACTUAL SERVICES	195,000.00
73000	COMMUNICATIONS	3,500.00
77000	REPAIRS & MAINTENANCE	32,000.00
78000	RENTALS	5,000.00
96000	FIXED ASSETS	77,500.00
	TOTAL EXPENDITURES	\$1,346,882.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020511-10-000
FORFTD DRG FDS ST ATTY STATE

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$222,474.00
71000	SUPPLIES	20,500.00
72000	CONTRACTUAL SERVICES	14,000.00
73000	COMMUNICATIONS	1,000.00
74000	TRAVEL & TRANSPORTATION	10,000.00
77000	REPAIRS & MAINTENANCE	4,000.00
79000	AID TO OTHER GOVT OR AGENCIES	47,000.00
80000	PROFESSIONAL DEVELOPMENT	3,000.00
84000	MISCELLANEOUS EXPENDITURES	19,000.00
96000	FIXED ASSETS	18,000.00
	TOTAL EXPENDITURES	\$358,974.00

MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

020512-10-000
 FORFTED DRG FDS SHER STATE

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$2,500.00
71000	SUPPLIES	3,400.00
84000	MISCELLANEOUS EXPENDITURES	500.00
96000	FIXED ASSETS	22,500.00
	TOTAL EXPENDITURES	\$28,900.00

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 MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

020514-10-000
 FORFTED FDS ST ATTY US DOJ

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
71000	SUPPLIES	\$5,000.00
72000	CONTRACTUAL SERVICES	3,500.00
73000	COMMUNICATIONS	1,000.00
79000	AID TO OTHER GOVT OR AGENCIES	3,500.00
84000	MISCELLANEOUS EXPENDITURES	7,000.00
	TOTAL EXPENDITURES	\$20,000.00

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 MADISON COUNTY, IL
 FISCAL YEAR 2023
 BUDGET LOAD

Run Date: 11/16/22
 Run Time: 11:48 AM

020515-10-000
 FORFTED FNDS SHERIFF US DOJ

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,500.00
78000	RENTALS	1,000.00
79000	AID TO OTHER GOVT OR AGENCIES	6,000.00

96000	FIXED ASSETS	17,000.00
	TOTAL EXPENDITURES	\$25,500.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

020517-10-000
SHERIFF DUI ENFORCEMENT

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$7,500.00
	TOTAL EXPENDITURES	\$7,500.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-002
CAPITAL PROJECT - DETENTION HOME

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$150,000.00
	TOTAL EXPENDITURES	\$150,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-180
CAPITAL PROJECT - HOST FEE REIMB

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$655,929.00
	TOTAL EXPENDITURES	\$655,929.00

MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-205
CAPITAL PROJECT - EMERGENCY BUILDING REPAIRS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$200,000.00
	TOTAL EXPENDITURES	\$200,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-215
CAPITAL PROJECT - ADMIN BLDG / COURTHOUSE REMODEL

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$665,569.00
	TOTAL EXPENDITURES	\$665,569.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-223
CAPITAL PROJECT - COURTHOUSE ELEVATORS

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$1,800,000.00
	TOTAL EXPENDITURES	\$1,800,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-230

CAPITAL PROJECT - ANIMAL CONTROL

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$10,000.00
	TOTAL EXPENDITURES	\$10,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-238

CAPITAL PROJECT - WOOD RIVER FACILITY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$120,000.00
	TOTAL EXPENDITURES	\$120,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-245

CAPITAL PROJECT - JAIL KITCHEN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$75,000.00
	TOTAL EXPENDITURES	\$75,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-248

CAPITAL PROJECT - ANNEX RENOVATION

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
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96000	FIXED ASSETS	\$500,000.00
	TOTAL EXPENDITURES	\$500,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040816-10-285
CAPITAL PROJECT - CRIMINAL JUSTICE CENTER

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$160,000.00
	TOTAL EXPENDITURES	\$160,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

040819-10-297
CAPITAL PROJECT - WOOD RIVER RENO/DEMO

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
96000	FIXED ASSETS	\$3,500,000.00
	TOTAL EXPENDITURES	\$3,500,000.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

050850-10-010
SS AREA NO 1 O & M - ADMIN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$1,048,065.00
71000	SUPPLIES	118,250.00
72000	CONTRACTUAL SERVICES	74,150.00
73000	COMMUNICATIONS	55,750.00
74000	TRAVEL & TRANSPORTATION	2,500.00

75000	INSURANCE	100.00
76000	PUBLIC UTILITIES	149,750.00
77000	REPAIRS & MAINTENANCE	97,000.00
78000	RENTALS	21,750.00
80000	PROFESSIONAL DEVELOPMENT	3,500.00
84000	MISCELLANEOUS EXPENDITURES	751,500.00
96000	FIXED ASSETS	1,073,000.00
97000	OTHER EXPENSES	650,000.00
	TOTAL EXPENDITURES	\$4,045,315.00

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MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

060410-10-000
TORT JUDGEMENT AND LIABILITY

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$416,620.00
71000	SUPPLIES	18,500.00
72000	CONTRACTUAL SERVICES	68,300.00
73000	COMMUNICATIONS	4,700.00
74000	TRAVEL & TRANSPORTATION	3,500.00
75000	INSURANCE	2,735,000.00
77000	REPAIRS & MAINTENANCE	45,500.00
80000	PROFESSIONAL DEVELOPMENT	10,000.00
84000	MISCELLANEOUS EXPENDITURES	5,700.00
96000	FIXED ASSETS	32,000.00
	TOTAL EXPENDITURES	\$3,339,820.00

PAGE 144
MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

060870-10-155
HLTH BENEFITS MADCO GROUP MED PLAN

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
70000	PERSONAL SERVICES	\$10,096,098.00
72000	CONTRACTUAL SERVICES	1,635,384.00
73000	COMMUNICATIONS	500.00
79000	AID TO OTHER GOVT OR AGENCIES	25,000.00

TOTAL EXPENDITURES

\$11,756,982.00

PAGE 145
MADISON COUNTY, IL
FISCAL YEAR 2023
BUDGET LOAD

Run Date: 11/16/22
Run Time: 11:48 AM

060870-10-160
HLTH BENEFITS MADCO TEAMSTER

ACCT CODE	ACCOUNT DESCRIPTION	TOTAL BUDGET
75000	INSURANCE	\$700,836.00
	TOTAL EXPENDITURES	\$700,836.00

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* * * *

ORDINANCE 2022-06

AN ORDINANCE DETERMINING THE AMOUNT OF ALL COUNTY TAXES FOR ALL MADISON COUNTY, ILLINOIS PURPOSES, AND LEVYING SAID TAXES FOR THE FISCAL PERIOD BEGINNING WITH THE FIRST DAY OF DECEMBER, 2022 AND ENDING WITH THE THIRTIETH DAY OF NOVEMBER, 2023

WHEREAS, a County Budget and Appropriation Ordinance for the County of Madison, Illinois, for the fiscal period of twelve months, beginning with the first day of December, 2022 and ending with the thirtieth day of November, 2023 has by this County Board been duly adopted and passed.

NOW, THEREFORE, BE IT RESOLVED by said County Board of the County of Madison, Illinois as follows:

Section 1. That ~~Thirty-one Million Thirty-five Thousand Nine Hundred Fourteen dollars and 00/cents (\$31,035,914)~~ Thirty Million Seven Hundred Fifty-four Thousand One Hundred Ninety-six dollars and 00/cents (\$30,754,196) be and the same is hereby fixed and determined to be the total amount of all County Taxes to be raised in the County of Madison, Illinois, for all purposes, for said fiscal period of twelve months, beginning on the first day of December, 2022 and ending with the thirtieth day of November, 2023.

Section 2. That ~~Thirty-one Million Thirty-five Thousand Nine Hundred Fourteen dollars and 00/cents (\$31,035,914)~~ Thirty Million Seven Hundred Fifty-four Thousand One Hundred Ninety-six dollars and 00/cents (\$30,754,196) being the total amount of all County Taxes to be raised in the County of Madison, Illinois, for all purposes, including (1) General County Revenue (2) Detention Home (3) Health Department (4) Illinois Municipal Retirement Fund (5) Social Security (6) Mental Health (7) Veteran’s Assistance (8) Highway (9) Bridge (10) Matching Tax and (11) Tort Judgments and Liability Insurance, be within said County of Madison, Illinois, at a rate per cent on each One Hundred Dollars (\$100.00) equalized

valuation not in excess of the rate per cent provided by the law on all taxable property in said County subject to taxation.

Section 3. The Specific amounts as levied for all objects and purposes above mentioned for said fiscal period are as follows:

Amount Levied for General County Revenue Purposes: \$ ~~8,233,000~~
\$ 7,951,282

Amounts Levied for Special Revenue Fund Purposes:

Detention Home	658,538
Health Department	1,228,343
Illinois Municipal Retirement Fund	5,430,312
Social Security Fund	3,240,000
Mental Health	3,034,340
Museum	-
Veteran's Assistance	990,913
Highway	4,357,410
Bridge	1,042,404
Matching Tax Fund	698,135
Tort Judgments and Liability Insurance	<u>2,122,519</u>

TOTAL AMOUNT LEVIED FOR ALL PURPOSES \$31,035,914
\$30,754,196

Section 4. This Tax Levy Ordinance shall be in effect from and after passage and recording as required by law.

Respectfully submitted,

s/ Chris Guy
s/ Gussie Glasper
s/ Jamie Goggin
s/ Ryan Kneeder
s/ Erica Harriss

FINANCE & GOVERNMENT OPERATIONS COMMITTEE

I hereby certify that, in preparing the attached tax levy ordinance, the Madison County Board has complied with Article 18 of PA 88-455 Truth in Taxation Act, Illinois Compiled Statutes, 2020 Chapter 35, Act 200, Section 18-55 through 18-100.

s/ Kurt Prenzler
Kurt Prenzler, Chairman
Madison County Board
11/16/2022

* * * *

FROM: David Michael, County Auditor
 DATE: October 27, 2022
 SUBJECT: Recommended Distribution of 2023 Replacement Tax

Total Estimated From State	\$ 10,162,790
General Fund	\$ 3,801,790
Veteran's Assistance Commission	65,000
Child Advocacy Center	525,000
Detention Home	600,000
Foreclosure Mediation	26,000
Neutral Site Custody Exchange	145,000
Capital Projects	5,000,000
Total	<u>\$ 10,162,790</u>

s/ Chris Guy

 s/ Gussie Glasper

 s/ Jamie Goggin

 s/ Ryan Kneedler

 s/ Erica Harriss

FINANCE & GOVERNMENT OPERATIONS COMMITTEE

* * * *

**SUMMARY REPORT OF CLAIMS AND TRANSFERS
 October 2022**

Mr. Chairman and Members of the County Board:

Submitted herewith is the Claims and Transfers Report for the month of October 2022 requesting approval.

	Payroll	Claims
	10/14/2022 & 10/28/2022	10/01-10/31/2022
GENERAL FUND	\$ 2,664,030.51	\$ 938,891.77
SPECIAL REVENUE FUND	1,386,771.73	3,739,483.99
SPECIAL REVENUE FUND - ARPA	-	70,661.24
DEBT SERVICE FUND	-	-
CAPITAL PROJECT FUND	-	166,553.11
ENTERPRISE FUND	43,393.45	174,185.62
INTERNAL SERVICE FUND	30,173.32	1,135,995.92
COMPONENT UNIT	-	3,700.00
GRAND TOTAL	<u>\$ 4,124,369.01</u>	<u>\$ 6,229,471.65</u>

* The Special Revenue Claims for include accelerated payments for IMRF totaling \$47,038.21 and SLEP totaling \$7,109.08.

RESOLUTION TO PURCHASE ONE (1) NEW MODEL YEAR 2023 FORD EXPLORER WITH FOUR WHEEL DRIVE FOR THE MADISON COUNTY BOARD GIS DEPARTMENT

WHEREAS, the Madison County Board GIS Department wishes to purchase one (1) new model year 2023 Ford Explorers with 4 wheel drive; and,

WHEREAS, this vehicle is available for purchase under the State of Illinois Contract; and,

Morrow Brothers Ford, Inc. 1242 Main Street Greenfield, IL 62044	(\$3,000.00 trade-in allowance)	\$33,485.00
CONTRACT TOTAL		<u>\$33,485.00</u>

WHEREAS, it is the recommendation of the Madison County Board GIS Department for purchase of said vehicle under the present State of Illinois Contract from Morrow Brothers Ford, Inc. of Greenfield, IL: and,

WHEREAS, the total price for this vehicle will be thirty-three thousand four hundred eighty-five dollars (\$33,485.00); and,

WHEREAS, this project will be paid for with FY 2023 GIS funds.

WHEREAS, this agreement will supersede and replace all existing or prior agreements. This purchase was originally approved March 2022 at \$29,305.00 for purchase of 1 model year 2022 Expeditions. The manufacturer cancelled the order.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to execute said contract with Morrow Brothers Ford, Inc. of Greenfield, IL for the aforementioned vehicle.

Respectfully submitted,

Chris Guy

Robert Pollard

s/ Eric Foster
Eric Foster

Gussie Glasper

s/ Jamie Goggin
Jamie Goggin

s/ Erica Harriss
Erica Harriss

s/ Ryan Kneedler
Ryan Kneedler

**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

* * * *

**RESOLUTION AUTHORIZING
THE PURCHASE OF EXCESS INSURANCE FOR
THE SELF-INSURED WORKERS' COMPENSATION PROGRAM**

WHEREAS, Madison County has a self-insured Workers' Compensation Program; and

WHEREAS, it is in the best interest of the program to provide excess insurance coverage for catastrophic losses which may occur; and

WHEREAS, Madison County has requested quotes from various excess insurance carriers; and

WHEREAS, Illinois Counties Risk Management Trust has provided a proposal for an excess policy with a self-insured retention of \$750,000 for a deposit premium of \$146,536.

NOW, THEREFORE, BE IT RESOLVED that Madison County accept the Illinois Counties Risk Management Trust Workers' Compensation Insurance proposal effective December 1, 2022 through December 1, 2023 for a deposit premium of \$146,536.

Respectfully submitted,

s/ John E. Foster

s/ Erica Harriss

s/ Ryan Kneedler

s/ Jamie Goggin

FINANCE AND GOVERNMENT OPERATIONS COMMITTEE

NOVEMBER 16, 2022

* * * *

RESOLUTION

WHEREAS, the County of Madison has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases where the taxes on the same have not been paid pursuant to 35 ILCS 201/21d and 235A (formerly Ch. 120, Secs. 697(d) and 716(a), Ill. Rev. Stat. 1987, and

WHEREAS, Pursuant to this program, the County of Madison has acquired an interest in the real estate described on the attached list, and it appearing to the Property Trustee Committee that it would be in the best interest of the County to dispose of its interest in said property, and

WHEREAS, the parties on the attached list, have offered the amounts shown and the breakdown of these amounts have been determined as shown.

THEREFORE, Your Finance and Government Operations Committee recommends the adoption of the following resolution.

BE IT RESOLVED BY THE COUNTY BOARD OF MADISON COUNTY, ILLINOIS, that the Chairman of the Board of Madison County, Illinois, be authorized to execute deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the attached described real estate, for the amounts shown on the attached, to be disbursed according to law.

ADOPTED by roll call vote this 16th day of November, 2022.

ATTEST:

s/ Debra D. Ming-Mendoza
County Clerk

s/ Kurt Prenzler
County Board Chairman

Submitted by,

s/ Jamie Goggin
s/ Eric Foster
s/ Erica Harriss
s/ Ryan Kneedler

**FINANCE AND GOVERNMENT OPERATIONS COMMITTEE
NOVEMBER 10, 2022**

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (8) items duly adopted.

* * * * *

The following item was submitted and read by Mr. Guy:

RESOLUTION AUTHORIZING PAYMENT OF LEGAL FEES FOR OUTSIDE COUNSEL FOR THE MADISON COUNTY BOARD

WHEREAS, outside counsel was retained for work on the sub circuit litigation case authorized the County Board; and,

WHEREAS, this was work provided by Armstrong Teasdale; and,

Armstrong Teasdale 7700 Forsyth Boulevard St. Louis, MO 63105	\$139,265.00
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CONTRACT TOTAL \$139,265.00

WHEREAS, the total price for this outside counsel will be one hundred thirty-nine thousand two hundred sixty-five dollars (\$139,265.00); and,

WHEREAS, these fees be paid for with FY 2022 Personnel funds.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to approve this payment to Armstrong Teasdale of St. Louis, MO for the aforementioned legal fees.

Respectfully submitted,

Chris Guy

s/ Jamie Goggin
Jamie Goggin

Robert Pollard

s/ Erica Harriss
Erica Harriss

s/ Eric Foster
Eric Foster

s/ Ryan Kneedler
Ryan Kneedler

Gussie Glasper

**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

On the question:

Mr. Holliday: Mr. Chairman, ladies and gentlemen of the Board, on Thursday, January 13, 2022, at 6:30pm, there was a special session scheduled for the county board to address a Resolution Supporting Fair Judges Fair Districts. This resolution was brought up in defiance of House Bill 3138. Speaking in support this resolution was Allen Adomite, Amy Elik, and Jason Plummer. Mr. Stoutenborough asked the question, how much will it cost to fight this? Mr. Madison, Mr. Walters, Mr. Haine, Mr. Babcock, Mr. Foster, Mr. Guy, Ms. Harriss spoke in favor of the resolution, but none one of them addressed the question from Mr. Stoutenborough, how much will they cost the county to fight against House Bill 3138? Mr. Stoutenborough then asked State's Attorney Tom Haine, can you shoot me a range? Mr. Haine said it's hard for me to issue a range, frankly, but it would be, I think, reasonable for the county board to pursue this, and I promise them I will make sure that this is not a blank check and we will pursue only litigation that is appropriate. Mr. Haine later said, I think that they are ambiguous or very high. Ladies and gentlemen of the board, we have before us tonight a bill for legal fees owed to Armstrong Teasdale in the amount of \$139,265 that the county will have to pay just because this board was trying to be defiant of House Bill 3138. If this board had just waited and let the voters have their due voting process take place. Madison County would not have to pay out \$139,265 to Armstrong Teasdale. That money could have made Madison County residents tax bill smaller. So can someone explain to me just what the citizens received for this money? And is this the total amount that's owed?

Mr. Walters: This bill was an absolute abomination. It was a gentleman down in our area that can't stand the fact that Madison County's gone red. This is the third time he stuck his nose in here passing a bill. He passed it for one reason, one reason only so that the judgeships and Madison County would stay Democrat. That's wrong. He put it in sub-circuits. So people living in my district and Judy Kuhn's district don't get to vote for these judges that represent us. We felt that was an abomination. We wanted the people of Madison County to vote for all of their judges. So yes, we spent money, but we felt this was something we needed to do to stand up for the people of Madison County to say you have a right to vote for every judge that represents you. And to tell these people that don't even live in our county, stay out of our business, let us run our county, you run your county, leave us alone. And we did and I am proud of what Mr. Haine did. You did an excellent job. Emily, you did an excellent job. And I would vote for this again and again and again because we represent all the people of Madison County.

Mr. Babcock: I can't tell you how many phone calls that I got of people when they got to the election box and was wanting to know who they could vote for Judge said why was I not be able to vote for a judge they were infuriated. So I would say we did represent Madison County by going forward with this. And I hope and pray that we can get it reversed because everybody in Madison County should have a judge that they can vote for that represents them in their county so that they can be somehow adjudicated, if that's the right word I'm using, adjudicated in a court of law properly that they voted for. And I think that we pursued something that was righteous. And I appreciate it I'm going do it again. Thank you, Tom, for pursuing this. Thank you very much.

Mr. Holliday: I had a question. I just like to know, what did the county citizens receive for this \$139,000? What did they receive?

Mr. Haine: I can provide a quick synopsis, Mr. Holliday. That's a fair question. It's a significant bill. I can explain the background of it. So this is basically a complete bill. Usually, law firms will submit monthly invoices for whatever reason. Those have been adding up all year for litigation that has occurred over the entirety of the previous year from Armstrong Teasdale. So this is their entire bill up until now. So it is an unusually large accumulation, because it's not in the usual monthly timeframe. So that may be one reason why it's raising some red flags in your mind. From the perspective of the county board, this was a bipartisan resolution that passed that was calling on us to take legal action. I agree with the sentiments that were

expressed here today, that legal action was necessary, because it was a matter of principle. We thought that our judiciary should be fair and shouldn't be gerrymandered. And I also thought that there was valid legal arguments that we could pursue. And that was true. We actually won a temporary restraining order initially in a circuit court up in Sangamon County against a quite a well staffed defense, I will tell you. I think the defense had a possibly 10 lawyers in the room representing the Speaker, the President of the Senate, the Attorney General, the Governor. And so, we actually we initially won a victory. And then, we pressed it forward. We ended up losing on the circuit court level. And then, we assessed our possibilities of appeal. At that point, most of the briefings were completed, because all the briefings and arguments and research had been conducted for the circuit court fight and it was a worthy fight, and we gave them a run for their money, I'll tell you. And so, then we pushed it to the appellate court. We did oral arguments in the appellate court, again, multiple attorneys. It was via zoom. And I did do oral arguments, along with some attorneys representing the Senate Minority Leader, Mr. McConchie, Senator McConchie. And we lost on the appeal, but it was a good resolution in many respects, because it clarified a couple of important things. One, is it clarified that retention is highly likely, almost certainly going to be county wide. One of our main arguments against this law was that we thought it was possibly going to limit retention elections to the sub-circuit themselves, which we thought was blatantly unconstitutional. So the appeal actually clarified no, no, that that can't be the case, retention has to be, or very likely be county wide. It didn't go the full way. But it's a strong piece of information and strong argument that will be made, if anyone ever attempts to limit their retention to a sub-circuit. But we did lose on the merits, the judge allowed based off of other Supreme Court precedent, the law to stand. And so then we thought, you know what this needs to be clarified, because if this kind of law is allowed, in Illinois, if the judiciary of our county can be can be gerrymandered for blatantly partisan reasons, which judiciary is safe? We have separate branches of government in Illinois. It seemed to me to be beyond the pale and unconstitutional to have the ability for the General Assembly to gerrymander General Assembly of whichever party to be able to gerrymander and control the internal workings of the judiciary in the way that they did in this bill. And so we thought the precedent that was relied upon was approximately 40 years old. Nothing like this had ever been attempted and had been vetted by the Supreme Court. So we filed a petition for leave to appeal before the Supreme Court so that we can get clarity by the Supreme Court that says, look, if the General Assembly is going to be allowed to do this, we want to hear it from the Supreme Court. They are okay with this, because they're the ultimate authority in our judicial system. And so that petition for leave to appeal is before the Supreme Court now, and we hope to hear back from them within a weeks to months to determine whether or not they will accept our appeal. If they accept our appeal, will basically only have one more argument to go, and then the case will be completed. We will either win or lose. So most of this is already done. There may be some additional minor expenses that we're going to have completely almost entirely internal to my office because I can handle it and Emily can handle it internally. And that's what the citizens of Madison County got. You know, what the citizens of Madison County got? The citizens of Madison County got a fight for principle. And I think that the board that I saw that voted on that resolution, wanted to fight for that principle, because they knew that it was a bipartisan principle. And they knew that the citizens of Madison County didn't like it. And you could see from the resolution or from the another piece of information that shows that this board wasn't speaking out of turn on that, citizens of Madison County kind of spoke in the last election, and there was an advisory referendum on this exact issue. And I believe it passed 90 to 10. Approximately 9 out of 10 voters said we do not want gerrymandered sub-circuits in Madison County. So we're fighting on behalf of the citizens. I'm honored to do so when called upon by the board. And if the board calls upon us to do so again, we'll take up worthy fights as we see them.

Mr. Madison: I don't want it to miss anybody, but Doc, he makes a very good point when you start looking at the expenses of this. So what we're not considering, is the expense that it took to gerrymander this district in the first place. They knew there was going to be legal backlash. Anybody that would gerrymander a district like that knows. So they cost the Illinois taxpayers a lot of money on an unenforced error that they didn't really need to make for political reasons. And when we redistricted here in Madison County, we didn't pull that stuff. I mean, this one made two sitting judges that were going to run for reelection move to

a different district very quickly if they wanted to be able to keep their seat. That's just ridiculous. We went through a whole process. We did a fair map. There were no fighting, no lawsuits, and that's how it can be done and how it should be done, and we did that. And I agree with Doc, there was a lot of money wasted, but it wasn't caused by us. And thank you for your fight, and we appreciate it.

Mr. Eaker: I believe when we took the vote that night, Doc, it was unanimous. Everybody that was present that night voted yes to do this.

Mr. Holliday: My wife was in the hospital that's why I wasn't there.

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: Holliday

AYES: 24. NAYS: 1. Whereupon the Chairman declared the foregoing item duly adopted.

* * * * *

The following (2) items were submitted and read by Mr. Foster:

A RESOLUTION AUTHORIZING THE SUBSTANTIAL AMENDMENTS OF THE 2020-2024 CONSOLIDATED PLAN AND 2022 COMMUNITY DEVELOPMENT ACTION PLAN

WHEREAS, the Community Development Department is responsible for the application of grant funding from the U.S. Department of Housing and Urban Development office of Community Planning and Development for the receipt of the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME), programs;

WHEREAS, it is necessary to submit a Substantial Amendment to the 2020-2024 Consolidated Action Plan to HUD as part of the management of the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME), program funds;

WHEREAS, it is necessary to submit a Substantial Amendment to the FY 2022 Annual Action Plan to HUD as part of the management of the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME), program funds;

WHEREAS, the Community Development Department is requesting a Substantial Amendment to the 2020-2024 Consolidated Plan amending goal 3.1: Assist Business & Start Up Expansion, under the category of non-housing Community Development. The Outcome listed for this goal is Sustainability, and the Objective for this goal is to Create Economic Opportunities. By amending this goal, \$117,000.00 will be moved to this goal, with an estimate benefit of nine (9) full time jobs and approximately 16-21 part-time positions created, directly impacting Community Development Block Grant (CDBG) program funds;

WHEREAS, the Community Development Department is requesting a Substantial Amendment to the FY 2022 Annual Action Plan creating a new project line item for Commercial/Industrial Infrastructure Development that will include pavement demolition, site grading and utility (water) extension. The new

project will help facilitate a planned development at 1723 Homer Adams Parkway in Alton, with the primary objective of low/moderate income job creation;

WHEREAS, The City of Alton Demolition line item, as part of the original FY 2022 Action Plan Submission, was originally \$180,000.00. \$117,000.00 will be transferred to a new account for Commercial/Industrial Infrastructure Development, leaving \$63,000.00 for demolitions the City of Alton;

WHEREAS, the CDBG and HOME National Objectives are to benefit low to moderate income persons, the prevention or elimination of slums and blight, and to meet urgent needs;

WHEREAS, the newly created project is anticipated to generate nine (9) full time jobs and approximately 16-21 part-time positions will be created.

WHEREAS, the County of Madison, Illinois has designated the Community Development Department to administer these grants and to prepare the Annual Action Plan and associated documents;

WHEREAS, the Community Development Department will adhere to and enforce all Federal Regulations and Certifications for the CDBG and HOME programs; and

WHEREAS, the County of Madison, Illinois has designated the Community Development Department to administer these grants and to prepare the Consolidated Plan, Annual Action Plan, grant agreements, Consolidated Annual Performance Evaluation Report (CAPER), and all other related documentation as required by the Department of Housing and Urban Development;

NOW, THEREFORE, BE IT RESOLVED that the County Board of the County of Madison, Illinois, hereby authorizes the filing of the Substantial Amendments for the 2020-2024 Consolidated Plan and the FY 2022 Action Plan for the CDBG and HOME programs with the Department of Housing and Urban Development; and

BE IT FURTHER RESOLVED that the County Board hereby directs and designates the Madison County Community Development Administrator to act as the County's authorized representative in connection with the Consolidated Plan, Annual Action Plan, grant agreements, CAPER and all other related documentation as required by the Department of Housing and Urban Development.

Respectfully Submitted,

s/ John Eric Foster
John Eric Foster, Chair

Stacey Pace

s/ Judy Kuhn
Judy Kuhn

s/ Erica Harriss
Erica Harriss

s/ Bruce Malone
Bruce Malone

s/ Liz Dalton
Liz Dalton

s/ Victor Valentine
Victor Valentine, Jr.

s/ Denise Wiehardt
Denise Wiehardt

s/ Bill Meyer
Bill Meyer

GRANTS COMMITTEE
NOVEMBER 7, 2022

* * * *

ORDINANCE NO. _____

AMENDED

**A RESOLUTION TO AUTHORIZE PROPERTY TAX ABATEMENT FOR AMEREN LOT 1B
FINAL PLAT OF MINOR SUBDIVISION OF LOT 1 OF BLUFFVIEW COMMERCE PARK
SUBDIVISION**

WHEREAS, the Madison County discovery Enterprise Zone Communities of Collinsville, Glen Carbon, Maryville, Troy, St. Jacob and Highland and the County of Madison, Illinois have made known to Madison County, a public taxing authority, their intention of amending the joint Enterprise Zone a portion of the territory which lies within the Village of Glen Carbon; and

WHEREAS, both the amendment to the Madison County Discovery Enterprise Zone pursuant to the Illinois Enterprise Zone Act, ~~10 ILCS 655/~~ 20ILCS655/1 et seq., and the eventual success of the Enterprise Zone depend upon community support and the nature of incentives to be offered, and

WHEREAS, the Village of Glen Carbon and Edwardsville Community Unit School District #7 found that the Enterprise Zone will serve the interest of all local taxing authorities and the entire community by stimulating economic revitalization; and

NOW, THEREFORE, It is Hereby Resolved that the County of Madison, Illinois, hereby authorizes and directs the County Clerk to abate that portion of its taxes on real property located within the Madison County Discovery Enterprise Zone resulting from an increase in assessed valuation, which is attributable to the construction of improvements and subject to the following limitation:

- a) The tax abatement shall apply only to the taxes corresponding to an increase in assessed valuation after improvements (either new construction, renovation or rehabilitation) have been duly assessed and said abatement shall not exceed the amount attributable to the construction of improvements and the renovation or rehabilitation of existing improvements.
- b) The tax abatement shall pertain only to that parcel within the Enterprise Zone which has been improved against the designation of the Enterprise Zone provided, however, no such abatement shall be applicable to any such improvement project located within the boundaries of a Tax Increment Financing District.
- c) That such abatement shall be at the rate of: 100 percent of the value of the improvements, for the first assessment year in which the improvements are fully assessed, and the six assessment years immediately following the year in which the improvements were fully assessed; 70 percent of the value of the improvements on the seventh year following the year in which the improvements were fully assessed; 40 percent of the value of the improvements on the eighth year following the year in which the improvements were fully assessed; and 10 percent of the value of the improvements on the ninth year following the year in which the improvements were fully assessed; and in the tenth year following the year in which the improvements were fully assessed, the County Clerk will no longer abate ad valorem taxes on the improvements.
- d) The tax abatement shall apply only to improvements for which a building permit is issued.
- e) The tax abatement shall apply on to improvements to industrial manufacturing and commercial property. Residential property of any kind is not eligible for tax abatement benefits.
- f) While the abatement is in effect, this public taxing authority will continue to receive all taxes

corresponding to the equalized assessed valuation for the tax year immediately preceding commencement of the project.

- g) This tax abatement shall not apply to any other property within the corporate limits of any other participating jurisdiction in the Madison County Discovery Enterprise Zone unless authorized by Ordinance or Resolution.
- h) That such abatement can apply to other taxing districts within the Enterprise Zone but only after said taxing district passes a separate resolution/ordinance authorizing that the taxes levies and extended on behalf of the taxing district be abated. Said resolution/ordinance shall be filed with the Madison County Clerk and Madison County Community Development; and
- i) The tax abatement shall only apply to property identified in Exhibit A;

Respectfully submitted.

s/ Eric Foster
John Eric Foster, Chair

s/ Stacey Pace
Stacey Pace

Judy Kuhn

s/ Erica Harriss
Erica Harriss

s/ Bruce Malone
Bruce Malone

s/ Liz Dalton
Liz Dalton

Victor Valentine, Jr.

Denise Wichardt
GRANTS COMMITTEE
NOVEMBER 16, 2022

s/ Bill Meyer
Bill Meyer

ADOPTED BY THE COUNTY BOARD OF THE COUNTY OF MADISON, ILLINOIS, this 16th day of November, 2022 by roll call vote as follows:

AYES: 25
NAYS: 0
ABSTENTIONS: 0
ABSENT: 3

APPROVED BY THE CHAIRMAN OF THE COUNTY OF MADISON, ILLINOIS, this 17th day of November, 2022.

s/ Kurt Prenzler
Kurt Prenzler, Madison County Board Chairman

ATTEST:
This 18th day of November, 2022

BY: s/ Debbie Ming-Mendoza
Debbie Ming-Mendoza
Madison County Clerk

EXHIBIT A

The Village of Glen Carbon

AN ORDINANCE APPROVING PROPERTY TAX ABATEMENT FOR AMEREN LOT 1B FINAL PLAT OF MINOR SUBDIVISION OF LOT 1 OF BLUFFVIEW COMMERCE PARK SUBDIVISION

EXHIBIT B

Edwardsville Community Unit School District #7

RESOLUTION TO AUTHORIZE PROPERTY TAX ABATEMENT FOR THE AMEEREN TRANSMISSION OPERATION CONTROL CENTER LOCATED IN GLEN CARBON

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wichardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (2) items duly adopted.

* * * * *

The following appointment was submitted and read by Mr. Babcock:

A RESOLUTION CONCERNING THE APPOINTMENT OF DOUGLAS KING AS HEALTH DEPARTMENT ADMINISTRATOR OF THE MADISON COUNTY HEALTH DEPARTMENT

WHEREAS, in accordance with the Illinois Counties Code, 55 ILCS 5/1 *et seq.*, the Board of Health of Madison County, Illinois, is authorized to appoint a Public Health Administrator as the executive officer of the Madison County Health Department; and

WHEREAS, the Public Health Administrator shall possess such qualifications as may be prescribed by the State Department of Public Health; and

WHEREAS, Douglas King possesses such qualifications as prescribed by the State Department of Public Health; and

WHEREAS, the Madison County Board of Health, consisting of all of the members of the Madison County Board, wishes to appoint Douglas King to the position of Public Health Administrator of the Madison County Health Department; and

WHEREAS, this appointment is made in accordance with the adopted Personnel Policies for County Board Appointed Officials and Department Heads.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County, Illinois, that the Board appoints Douglas King as the Public Health Administrator of the Madison County Health Department; and

BE IT FURTHER RESOLVED that said employment shall be effective December 19, 2022, and shall continue at the pleasure of the County Board Pro Tem and the County Board of Madison County, Illinois, in accordance with the Illinois Counties Code, the Madison County Code of Ordinances, and the personnel policies of the County; and

BE IT FURTHER RESOLVED that Douglas King shall receive a salary of One Hundred and Ten Thousand Dollars and Zero Cents (\$110,000.00) per annum, to be paid in twenty- six (26) equal installments on the regularly scheduled County paydays and that said Appointed Official shall receive the benefits indicated in the adopted Personnel Policies for County Board Appointed Officials and Department Heads; and

BE IT FURTHER RESOLVED that the definition and duties for the position of Public Health Administrator are outlined in the position description, on file in the Human Resources Department; and

BE IT FURTHER RESOLVED that the above-named Appointed Official shall indicate his acceptance of this appointment with all of the above-stated conditions, by signing this Resolution prior to its becoming effective.

Adopted this 16th day of November 2022.

s/ Kurt Prenzler
County Board Chairman

s/ Douglas King
Department Head Acceptance

Respectfully submitted,

s/ Mike Babcock
Michael Babcock, Chair

s/ Mike Walters
Mike Walters

s/ Jack Minner
Jack Minner

s/ Victor Valentine, Jr.
Victor Valentine, Jr.

s/ Aaron Messner
Aaron Messner

Chris Guy
HEALTH DEPARTMENT COMMITTEE
NOVEMBER 16, 2022

s/ Terry Eaker
Terry Eaker

Ms. Doucleff moved, seconded by Mr. Messner to approve the appointment.

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing appointment duly adopted.

* * * * *

The following item was submitted and read by Mr. Walters:

RESOLUTION TO PURCHASE FIVE (5) NEW MODEL YEAR 2023 FORD EXPLORERS WITH FOUR WHEEL DRIVE FOR THE MADISON COUNTY PROBATION DEPARTMENT

WHEREAS, the Madison County Probation Department wishes to purchase five (5) new model year 2023 Ford Explorers with 4 wheel drive; and,

WHEREAS, these vehicles are available for purchase under the State of Illinois Contract; and,

Morrow Brothers Ford, Inc. 1242 Main Street Greenfield, IL 62044	\$178,400.00
--	--------------

CONTRACT TOTAL	<u>\$178,400.00</u>
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WHEREAS, it is the recommendation of the Probation Department for purchase of said vehicles under the present State of Illinois Contract from Morrow Brothers Ford, Inc. of Greenfield, IL: and,

WHEREAS, the total price for these vehicles will be One hundred seventy-eight thousand four hundred dollars (\$178,400.00); and,

WHEREAS, this project will be paid for with FY 2023 Probation Capital Outlay Funds.

WHEREAS, this agreement will supersede and replace all existing or prior agreements. This purchase was originally approved February 2022 at \$158,850.00 for purchase of 5 model year 2022 Ford Expeditions. The manufacturer cancelled the order.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to execute said contract with Morrow Brothers Ford, Inc. of Greenfield, IL for the aforementioned vehicles.

Respectfully submitted,

s/ Mike Walters
Mike Walters

Chris Guy

Gussie Glasper

Robert Pollard

s/ Jamie Goggin
Jamie Goggin

s/ Eric Foster
Eric Foster

s/ Liz Dalton
Liz Dalton

Gussie Glasper

s/ Mike Babcock
Mike Babcock

s/ Jamie Goggin
Jamie Goggin

**JUDICIARY COMMITTEE
NOVEMBER 10, 2022**

s/ Erica Harriss
Erica Harriss

s/ Ryan Kneedler
Ryan Kneedler

**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing item duly adopted.

* * * * *

The following (4) items were submitted and read by Ms. Harriss:

RESOLUTION AUTHORIZING SPECIFIC STOP LOSS PROTECTION FOR THE SELF-FUNDED HEALTH BENEFITS PROGRAM

WHEREAS, Madison County has been self-funded for its group health benefits and has reviewed and considered various options to the current program for quality of service and competitive pricing, and

WHEREAS, Madison County has approved the continued administration of the self-funded health plan administered through United Healthcare for December 1, 2022 through November 30, 2023, and

WHEREAS, specific stop-loss coverage is an advisable component of the self-funded plan to protect against catastrophic financial loss, and

WHEREAS, Unum Group has provided the most competitive stop-loss protection offer with a specific stop-loss deductible of \$200,000 for non-laser plan participants, and five (5) laser plan participants at \$675,000, \$450,000, \$270,000, \$250,000 and \$290,000, for a monthly cost not to exceed \$105.20 per subscriber per month, and

NOW, THEREFORE, BE IT RESOLVED, that Madison County enter into a contract with Unum Group, to provide specific stop-loss protection effective December 1, 2022 through November 30, 2023.

Respectfully Submitted By:

- s/ Valerie Doucleff
- s/ Denise Wiehardt
- s/ Bill Stoutenborough
- s/ John E. Foster
- s/ Victor Valentine, Jr.
- s/ Robert Pollard
- s/ Dalton Gray
- s/ Chris Guy
- s/ Erica Harriss

**PERSONNEL AND LABOR RELATIONS COMMITTEE
NOVEMBER 7, 2022**

* * * * *

**AMENDED A RESOLUTION TO AMEND THE MADISON COUNTY 2015
EMPLOYEE HANDBOOK**

WHEREAS, the Madison County Board recognizes the need to review and update periodically and incorporate changes in laws and business practices to the Madison County Personnel Policy Handbook adopted by the County Board in 2015; and,

WHEREAS, revisions and additions for the Madison County Employee Handbook 2022 Revision will be available to all employees on the Madison County Intranet: and

WHEREAS, a copy of the proposed revisions for the Madison County Employee Handbook 2022 Revision is on file in the offices of the County Board and County Clerk.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County Illinois, that the amendment to the Madison County Employee Handbook 2022 Revision, dated November 16, 2022 are hereby adopted. All previous handbooks, policies and procedures which address the matters herein are hereby replaced with these proposed revisions for County Board Employees, to the extent there is a conflict.

Respectfully Submitted.

s/ Erica Harriss
Erica Harriss

s/ Robert Pollard
Robert Pollard

s/ Dalton Gray
Dalton Gray

s/ Chris Guy
Chris Guy

s/ Bill Stoutenborough
Bill Stoutenborough

s/ John E. Foster
John "Eric" Foster

s/ Victor Valentine, Jr.
Victor Valentine, Jr.

s/ Denise Wichardt
Denise Wichardt

s/ Valerie Doucleff
Valerie Doucleff

**PERSONNEL AND LABOR RELATIONS COMMITTEE
NOVEMBER 7, 2022**

MADISON COUNTY BOARD



PERSONNEL POLICY HANDBOOK

(2022)(2015)

**MADISON COUNTY
PERSONNEL POLICY HANDBOOK**
Revised ~~November 2022~~ ~~September 2015~~

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I. Forward

A. Statement of Purpose

The purpose of this Personnel Policy Handbook is to implement and maintain a uniform system of employment within all Madison County Board Departments. The Personnel Policy Handbook is designed to provide employees and management with information pertaining to the employment policies and procedures applicable to all employees of the Madison County Board (hereinafter, the "County"); ~~and to all employees of Madison County Elected Officials where said officials have adopted this document as their personnel policy handbook.~~

This handbook contains only general information and guidelines. It is not intended to be comprehensive or to address all the possible applications of, or exceptions to, the general policies and procedures described herein. For that reason, if you have any questions concerning eligibility for a particular benefit, or the applicability of a policy or practice to you, you should address your specific question ~~to your employer (i.e. Department Head or Elected Official) or~~ the County Board Personnel Department you work in which you work.

This Personnel Policy Handbook does not confer any contractual rights, whether express or implied, especially regarding continued employment by the County. Nor does it guarantee any fixed terms and conditions of employment. Your employment is not for any specific time.

The County reserves the right to amend or discontinue these policies, practices and benefits at any time without prior notification. The County will, as always, attempt to inform its employees of any changes as they occur. All policies and procedures contained in this handbook, and subsequent modifications, will be deemed in full force and effect as of their adoption by the Madison County Board.

Employees should consult the following collective bargaining agreements or other employment policy documents for additional information pertaining to policies and procedures, to wit:

~~Madison County Legally-Advised Policy Packet~~

~~Personnel Policies for County Board Appointed Officials and Department Heads;~~

~~Personnel Policies for County Board Supervisory, Professional and Confidential Employees;~~

~~Collective Bargaining Agreement between Local # 525, Teamsters, Chauffeurs and Helpers and Madison County, Illinois;~~

~~Collective Bargaining Agreement between Chauffeurs, Teamsters, warehousemen & Helpers Local Union No. 525 Affiliated with the International Brotherhood of Teamsters and The Madison County Highway Department;~~

~~Collective Bargaining Agreement between Chauffeurs, Teamsters, Warehousemen & Helpers Local Union No. 525 Affiliated with the International Brotherhood of Teamsters and the Madison County Animal Control Department;~~

~~Collective Bargaining Agreements between Policemen's Benevolent Labor Committee and Madison County Illinois; or~~

~~Collective Bargaining Agreement between Madison County Board & Sheriff of Madison County and Policemen's Benevolent Labor Committee;~~

~~Collective Bargaining Agreement between Policemen's Benevolent Labor Committee and Madison County Board and Madison County Coroner;~~

~~Collective Bargaining Agreements between Local # 799 of the American Federation of State, County and Municipal Employees and Madison County, Illinois.~~

Nothing in this Personnel Policy Handbook shall in any way affect the rights of an Elected Official/~~Department~~

~~Head~~ to develop and disseminate information concerning the operations of any ~~department or~~ elected office or regarding duties and job position descriptions.

Finally, some of the subjects described herein, such as the Group Health Benefits Plans are covered in detail in official policy documents. You should refer to these documents for specific information insofar as this Personnel Policy Handbook only briefly summarizes those benefits. Please note that the terms of the written health benefits plan document are controlling.

B. Definitions

Employer - The term employer, as used in this Personnel Handbook, means the Board of government of Madison County (also referred to herein as the "County").

Employee - The term employee, as used in this Personnel Handbook, means any person in the service of the County, including an authorized volunteer. A contractor or one employed by a contractor who has contracted with the County is not considered an employee of the County. For purposes of this Handbook, an Elected Official is not an employee whose personal rights are affected by the handbook.

Department - The term department, as used in this Personnel Handbook, shall be defined as any unit of County government that:

1. Has as its executive officer an ~~elected public official or~~ appointed public official, and;
2. Has been designated under the County budget of monies with one or more authorized accounts providing, among other expenses, for salaries.

Elected Official - The term Elected Official as mentioned in this Personnel Handbook, means an n -County elected public office holder. An Elected Official is the one individual ultimately responsible for all operations of his/her office ~~unless specifically indicated otherwise in this Personnel Handbook~~. While an Elected Official may adopt all or portions of this Personnel Handbook, s/he is not obligated to do so. If the Elected Official adopts all or portions of this Personnel Handbook, s/he ~~The Elected Official~~ may designate a representative as being responsible for carrying out the immediate functions as enumerated in this Personnel Handbook, ~~and that representative, upon designation, shall be considered the Elected Official.~~

Department Head - The term Department Head, as mentioned in this Personnel Handbook, means the County Board appointed official who is ultimately responsible for all operations of his/her department, unless specifically indicated otherwise in this Personnel Handbook. The Department Head may designate a representative as being responsible for carrying out the immediate functions as enumerated in this Personnel Handbook, ~~and that representative, upon designation, shall be considered the Department Head.~~

Immediate Supervisor - The term immediate supervisor, as used in this Personnel Handbook, shall mean the individual to whom the employee shall immediately report and be responsible for his/her work.

County Board - The term County Board, as used in this Personnel Handbook, shall mean the elected public office holders of the Madison County Board.

Workplace - All property (including parking lots) owned by the County and any non-~~Ce~~county property where work is being performed by County employees in an official capacity.

C. Equal Employment Opportunity

Madison County believes in equal employment opportunity for all individuals without regard to race, color, religion, sex, age, national origin, disability, status as a Vietnam era veteran or other protected veterans, sexual orientation, gender identity, genetic information, Order of Protection status, or any other protected characteristic as established by law. This policy extends to all terms, conditions, and privileges of employment as well as the use of all County Government facilities and participation in all County Government-sponsored activities, including, but not limited to the following: Recruitment; Hiring; Termination; Compensation; Benefits;

and/or Condition of employment.

D. Sexual Harassment Policy

~~Madison County is committed to providing a working environment in which its employees are treated with courtesy, respect, and dignity. Conduct which creates an intimidating, offensive or hostile environment for any employee will not be tolerated.~~

~~Sexual Harassment Policy~~

~~"Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal, and physical conduct of a sexual nature when: (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) Submission to or rejection of such conduct by an individual is used as the basis of employment decisions affecting such individual; (3) such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or creating an intimidating, hostile or offensive working environment." by the Equal Employment Opportunity Commission.~~

~~The policy guidelines are as follows:~~

- ~~1. Employees, who believe that the actions or words of a supervisor, fellow employee, or other person encountered in the course of their job duties constitute unwelcome harassment, have the responsibility to report the incident(s) to their immediate supervisor or to the Manager, Personnel Services as soon as possible. If the report is made to the immediate supervisor, he/she should notify the Manager, Personnel Services immediately.~~
- ~~2. All complaints of harassment must be investigated promptly and in an impartial manner, and as confidentially as possible by the supervisor and Manager, Personnel Services. Any employee who discloses information about the investigation to anyone, other than those persons conducting the investigation, is subject to disciplinary action up to and including termination.~~
- ~~3. Upon completion of the investigation, the employee reporting the incident(s) is to be advised of the findings and conclusion of the investigation.~~
- ~~4. Any employee, supervisor, or manager who is found to have engaged in harassment of another employee will be subject to immediate appropriate disciplinary action, up to and including termination.~~
- ~~5. If the individual found to have engaged in harassment of an employee is not an employee of the County, every appropriate action will be taken to protect employees from further harassment.~~

~~Unpaid interns are protected under this policy the same as employees and should be made aware of their rights.~~

~~Managers and Supervisors have a responsibility to communicate the County's position on sexual harassment to all employees and will be held accountable for ensuring compliance with these guidelines in their area of responsibility.~~

~~In addition to internal disciplinary procedures, employees should be aware that sexual harassment is illegal and that the Illinois Department of Human Rights and the Illinois Human Rights Commission investigate, prosecute and remedy complaints of violations of state law prohibiting sexual harassment. These agencies may be contacted, if the employee so~~

desires, in the following manner:

~~———— Illinois Department of Human Rights
———— 100 West Randolph Street
———— Chicago, Illinois 60602 (312) 814-6200~~

~~———— Illinois Human Rights Commission
———— 100 West Randolph Street
———— Chicago, Illinois 60602 (312) 814-6269~~

~~———— Federal Equal Employment Opportunity Commission
———— 236 South Clark Street (9th Floor)
———— Chicago, Illinois 60605 (312) 353-2713~~

~~A charge of sexual harassment must be filed within 180 days of the date you feel the harassment took place.~~

~~Other Harassment or Discrimination~~

~~Harassment, discrimination, retaliation, coercion, interference, or intimidation of any employee due to that employee's race, color, religion, sex, age, national origin, disability, status as a Vietnam era veteran or other protected veterans, sexual orientation, gender identity, genetic information, Order of Protection status or any other protected characteristic as established by law forbidden, and any employee who experiences such activity should report it immediately to his or her immediate supervisor or to the Manager, Personnel Services. Any such report shall be investigated and processed in the same manner and with the same penalties as complaints of sexual harassment.~~

~~E. Drug-Free Workplace Policy~~

~~Madison County is committed to maintaining a drug-free workplace for the safety of the employees and the public, and in accordance with federal and state law. The County has zero tolerance with regard to any violation of this policy.~~

~~Madison County requires that all individuals selected for employment with the County will be offered employment contingent on the results of a test for the unlawful use of controlled substances and will only be hired after confirmation of a negative result. Individuals, who qualify to use marijuana under the Illinois Compassionate Use of Medical Cannabis Pilot Program Act, will be eligible for hire if all other drug tests are negative and they can demonstrate to the drug testing facility that they qualify under the act, except for law enforcement, probation and CDL drivers who are not eligible under the act.~~

~~The use of alcohol by employees during working time or reporting to work under the influence of alcohol is strictly prohibited and may lead to disciplinary action up to and including termination.~~

~~The unlawful manufacture, distribution, dispensation, possession, use, selling, cultivating, manufacturing, possession of drug paraphernalia or being under the influence of a controlled substance by employees while on County property, during working hours, while~~

~~on-duty, or while operating a County-owned vehicle is strictly prohibited and may lead to disciplinary action up to and including termination. Employees, who qualify to use marijuana under the Illinois Compassionate Use of Medical Cannabis Pilot Program Act, are prohibited from using or being under the influence of marijuana while on County property, during working hours, while on duty, or while operating a County owned vehicle. The unlawful manufacture, distribution, dispensation, selling, cultivating, manufacturing, possession of drug paraphernalia, possession or use of a controlled substance off duty and off County property by employees is not acceptable because it can affect on-the-job performance and safety concerns and consequently may also result in disciplinary action up to and including termination. If an employee is convicted of a drug related crime that occurred in the workplace, the employee must notify his/her immediate supervisor, in writing, within five days after such conviction. Failure to make such a report may result in disciplinary action up to and including termination.~~

~~The use of prescribed medications is permitted only if there is no impairment. The misuse of non-prescribed prescription medications is prohibited. Employees are required to report the use of medications having risks associated with work activities to the Manager of Personnel Services. This is to protect themselves and co-workers and enable management to respond to ill effects appropriately.~~

~~Employees who are observed to be impaired while on County property, during working hours, while on duty, or while operating a County owned vehicle may be subject to disciplinary action up to and including termination.~~

~~Employees who suffer from alcohol or drug problems are encouraged to seek assistance from the Employee Assistance Program or an appropriate professional before the problem leads to disciplinary action. An employee's decision to seek appropriate professional assistance will not be used against an employee in any disciplinary action. Any assistance, however, will not exempt an employee from the County's drug and alcohol policy and the policy's requirements or disciplinary action in the case of a violation of the County's policy.~~

~~The County will provide a drug/alcohol awareness program to educate employees on maintaining a drug/alcohol free workplace and the availability of assistance.~~

~~F. Violence in the Workplace Policy~~

~~———— Madison County recognizes the need for a violence-free work environment for all County employees and visitors. The County will not tolerate violence in the workplace and is committed to maintaining an environment clear of all forms of violence, including verbal or physical threats as well as forms of intimidation such as sexual harassment or abusive language. Weapons in the workplace are expressly prohibited except for employees who are authorized by the County or otherwise by law to possess weapons in the workplace. Employees are expected to report all threats and violence, physical or verbal, to their supervisors. Since each department's needs are unique, departments should develop their~~

~~own detailed safety plan to enhance the County policy.~~

~~1. GENERAL~~

~~In the workplace, an employee witnessing violence directed against another should call for help immediately by dialing 9-1-1, or by pressing their panic button if they have one. He/she may observe the situation and attempt to get information such as the name and description of the perpetrator, but only if it can be done without endangering the employee or others.~~

~~When applicable, the County and its employees shall cooperate fully with law enforcement officials in the investigation and prosecution of violent acts.~~

~~2. REPORTING INCIDENTS~~

~~The supervisor shall notify the Elected Official/Department Head immediately of the occurrence of a violent act. The Elected Official/Department Head shall notify the Manager, Personnel Services or the Director of Safety & Risk Management within 24 hours of the occurrence of a violent act.~~

~~Any County employee having knowledge of a violent act involving any other County employee (as victim or perpetrator) must report the incident to his/her supervisor or Elected Official/Department Head. Disciplinary action may result if the employee having knowledge of a violent act does not report the incident.~~

~~A person reporting may ask for anonymity during all or part of an investigation. However, anonymity will be maintained at the discretion of those investigating and resolving the complaint. There is no right to or guarantee of anonymity.~~

~~3. RESOLUTION AND INVESTIGATIONS~~

~~To the extent practicable and reasonable, the investigation shall be conducted by the Elected Official/Department Head promptly, in an impartial manner, and confidentially.~~

~~In cases where the perpetrator is not a County employee or in any other case the County deems advisable, law enforcement officials may be asked to conduct the investigation.~~

~~4. DOMESTIC VIOLENCE PREVENTIVE STEPS~~

~~The following steps shall be taken to prevent domestic violence in the workplace:~~

~~1. Employees who have concerns that a domestic situation has potential to impact the safety of the workplace shall notify their immediate supervisor.~~

~~2. The supervisor will meet with the employee, document the report, and evaluate~~

~~further steps as determined by the level of potential safety risk to the workplace.~~

~~3. If potential of safety risk is low, the supervisor will refer the employee to the EAP for assistance.~~

~~4. If the safety risk is high, the supervisor will notify security and Manager of Personnel Services or Safety & Risk Management.~~

~~5. Security will provide assistance as appropriate in developing an on-site safety plan.~~

~~If the employee has an order of protection, he/she would need to carry that with him/her, so action could be taken. If he/she has a photograph of the potential threat, security could maintain this at the desk to be aware of description and vehicle description. Security may provide escort to car if available. The employee may notify co-workers that personal phone calls are not to be taken for her. If someone has no personal/legal business to be conducted in the public building, they can be asked to leave and not loiter.~~

~~5. EDUCATION AND TRAINING FOR COUNTY EMPLOYEES~~

~~Madison County Government shall attempt to provide ongoing educational and training programs to inform all employees of methods and procedures to prevent, identify and handle potentially violent situations.~~

~~Recommendations for improved safety often come from suggestions from employees. These suggestions are encouraged and may be channeled through Supervisors or Elected Officials/Department Heads.~~

G. Weapons Policy

~~Madison County Government prohibits weapons of any kind in the workplace and while performing work-related activities. Work related activities include but are not limited to inspections, field work or any County work performed off County property. Weapons include but are not limited to: firearms of any kind; objects that could be used as weapons; knives with blades 4" or longer; brass knuckles; tasers; simulated weapons; explosives; and any chemical whose purpose is to cause harm to another person. This policy applies to both employees and visitors, and applies regardless of employee's or visitor's license to own or carry a weapon. Law enforcement are exempt. Employees who are licensed under the Illinois Firearm Concealed Carry Act may store their firearms in their personal automobiles in the County owned parking lots as long as they are stored according to regulation. The County has zero tolerance for violations of the weapons policy. Employees who violate the policy may be subject to discipline up to and including termination. In order to protect employees and visitors, the County requires cooperation with any searches.~~

H. Personal Property Policy

~~Madison County employees are encouraged to bring minimal personal property to work. The County is not responsible for loss, theft, or damage of personal property. The County reserves the right to conduct unannounced searches of personal property and work areas based upon reasonable suspicion.~~

~~I. Workplace Bullying Policy~~

~~Madison County considers workplace bullying unacceptable and will not tolerate bullying under any circumstances.~~

~~Workplace bullying is defined as behavior that harms, intimidates, unreasonably offends, degrades or humiliates an employee, including in the presence of others. Workplace bullying may cause loss of trained and talented employees, reduce productivity and morale and create legal risks.~~

~~Examples of bullying include but are not limited to repeated and aggressive:~~

- ~~• Teasing, name calling, slandering, ridiculing, maligning, a person or his/her family~~
- ~~• Persistent phone calls, voicemails, emails, or postings to or about another person~~
- ~~• Unreasonable public criticism, reprimands, or trivializing of another's work~~
- ~~• Blame without factual justification~~
- ~~• Being treated differently than the rest of the work group based on illegitimate reasons~~
- ~~• Excluding others from meetings or social situations, or giving the "silent treatment"~~
- ~~• Being shouted at or being humiliated in private or in public~~
- ~~• Unjustified monitoring~~
- ~~• Destructive gossip, rumors or innuendo~~
- ~~• Physical pushing, shoving, or throwing things~~
- ~~• Non-verbal threatening gestures or glances, staring or glaring~~
- ~~• Intentional interference with another's work, for example, through impossible deadlines, supplying insufficient or incorrect resources or information~~

~~Evaluative work performance comments by one's supervisor relating to deficiencies, constructive feedback, and counseling are appropriate and reasonable and do not constitute bullying behavior.~~

~~Madison County believes all employees should be able to work in an environment free of bullying. Managers and supervisors must ensure employees are not bullied.~~

~~Any report of workplace bullying will be treated seriously and investigated promptly and impartially. Confidentiality will be maintained during the investigation to the extent possible without jeopardizing the thoroughness of the investigation.~~

~~Madison County encourages all employees to report workplace bullying. Managers and supervisors must ensure employees who make complaints, or witnesses, are not victimized or retaliated against.~~

~~Disciplinary action, up to and including termination, will be taken against anyone who bullies a co-employee.~~

~~Complaints can be made by contacting your supervisor or the Manager of Personnel Services.~~

~~J. Employee Assistance Program Policy~~

~~Madison County has adopted an Employee Assistance Program (EAP) as a practical and constructive mechanism for dealing with employees' personal problems which affect the work situation, or as an aid to those employees and family members who voluntarily wish to use the program as a means of resolving a personal problem.~~

~~The program is being offered to all regular employees, their dependents and family members living in their households.~~

~~1. The general purpose of the program is to assure that any employee having a work hampering personal problem will receive careful consideration and an offer of confidential professional assistance.~~

~~2. It is recognized that many personal problems can be successfully dealt with and resolved provided assistance is offered at an early stage and referral, if needed, is made to an appropriate form of care. This applies whether the problem is one of physical illness, mental or emotional illness, alcoholism, drug abuse, marital or family distress, financial or other concerns.~~

~~3. While the scope of the program covers a broad spectrum of personal problems, chemical dependency is specifically defined below to avoid any myths or stigma with which it might be associated.~~

~~4. For purposes of this policy, chemical dependency is recognized as an illness for which there is effective treatment and rehabilitation. Chemical Dependency is defined as an illness in which a person's ingestion of any mood altering chemical definitely and repeatedly interferes with an employee's work performance. The concern of this policy with regard to alcohol is strictly limited to its effect on the employee's work situation, safety and attendance.~~

~~5. Procedures will be designed to assure that no employee who participates in the services available at the EAP will have job security or promotional opportunities jeopardized solely because of a referral to the EAP for assessment, counseling or referral.~~

~~6. It is recognized that management staff are not expected nor is it appropriate to attempt to diagnose and/or intervene in the personal lives of employees, therefore referral (other than self-referral) for assessment, counseling and/or referral will be based solely on the work performance situations.~~

~~7. The decision to request or accept assistance through the Employee Assistance Program is the personal choice of the individual.~~

~~8. Employees referred to and participating in the Employee Assistance Program will be expected to meet existing job performance standards and established work rules unless on sick leave status to rehabilitate from an illness.~~

~~9. The records of the Employee Assistance Program will be maintained in the EAP office and are the property of the EAP. All records pertaining to the Employee Assistance Program will be treated with the same degree of confidentiality accorded to medical records. EAP data (other than anonymous statistical data provided periodically to the employer as justification for continuing the program) will not be disclosed to anyone except with prior approval of the employee or family member involved or court order compelling disclosure or as required by law.~~

~~10. Employees or immediate family members seeking assistance will be able to do so with complete anonymity.~~

~~11. Expenses incurred for services beyond the scope of the EAP, i.e., diagnosis and~~

~~treatment of alcoholism, drug abuse, physical or psychiatric problems, will be the responsibility of the employee and will be reimbursed in accordance with the provisions of the Health Benefits Program applicable to all eligible employees.~~

~~12.— Implementation of the policy will not require, or result in, any special regulations, privileges or exemptions from standard administrative practices or collective bargaining agreements. This program is not intended to replace the normal disciplinary process, or in any way block any employee legitimate access to the contractual grievance procedures.~~

~~13.— During the disciplinary process, the employee may be informed about the Employee Assistance Program and its availability to them. It will be the employee's responsibility to schedule the appointments on his/her own time.~~

~~Confidentiality: The Employee Assistance Program guarantees that confidentiality of the program is ensured. At no time will any clients of the EAP be revealed to any other employee.~~

~~14.~~

~~**K. Americans with Disabilities Act Policy**~~

~~Madison County will take all actions necessary to comply with the relevant and applicable provisions of the Americans with Disabilities Act (ADA), which may include making a reasonable accommodation in response to a request from a qualified disabled employee. Examples of reasonable accommodations may include, but are not limited to, the following: changing work schedule; reassigning duties; or placing a qualified employee in a different available position.~~

II. Working Hours/Pay Periods/Attendance

Employees should consult their Union contract or other employment policy document for more information concerning working hours, pay periods, punctuality and attendance.

A. Working Hours and Overtime

Work Time Policies

Employees of Madison County are expected to work during all assigned work periods, exclusive of bona fide breaks, meal times or unscheduled hours, etc. Employees are not to perform work during such non-work breaks, meal times or unscheduled hours, unless they receive approval from their immediate supervisor. Overtime work shall be performed only as authorized in accordance with signed labor agreements, County Board adopted personnel policies, ~~or the policies of Elected Office Holders.~~

Compensatory Time Policy

It is the policy of Madison County, in agreement with its employees as evidenced by the agreements listed in the foreword, that employees may receive compensatory time off at the rate of not less than one and one half hours for each hour of employment for which overtime compensation is required under the Fair Labor Standards Act, or under signed labor agreements, personnel policies adopted by the County Board, or policies instituted by Elected Office Holders.

Employees requesting to use accrued compensatory time must make a specific request, in writing, to their immediate supervisor. The exact amount accrued can be verified with Payroll. Use of such time will be allowed within a reasonable period following the request as long as the request does not unduly disrupt the operations of Madison County. The use of accrued compensatory time shall also be governed by Union contracts or other employment policy documents.

Inclement Weather

When inclement weather prevents employees from reaching the buildings, employees may take time off without pay or request from their ~~Elected Official~~/Department Head to account for such absences by using accrued time, such as vacation and compensatory time earned. Sick Leave may not be used to cover absence due to inclement weather.

B. Punctuality and Attendance

It is the policy of Madison County that the following definitions will be used:

1. Excessive tardiness shall be defined as more than three (3) unscheduled periods of tardiness in a three (3) month period.
2. Excessive absence shall be defined as more than six (6) unscheduled periods of absence in a year.

Employees who exceed these numbers may be subject to disciplinary action, up to and including dismissal.

It is the policy of Madison County that employees should be at their place of work and be ready to work at their scheduled start time. If an employee does not meet these requirements, they may be disciplined in accordance with the definitions given above.

Madison County may choose to utilize its HRIS system to allow a "rounding period" for clocking in or out, for purposes of payroll tracking; however, ~~—~~this does not change an employee's scheduled start and stop time by the time allotted as a buffer. An employee must be at their assigned workspace and be ready to work at their scheduled start time regardless of whether ~~or not~~ Madison County's HRIS system utilizes a rounding period.

A scheduled absence or tardy is an absence or tardy which is scheduled and approved at least 24 hours prior to the time it is to be taken or an absence which would qualify under FMLA or ADA.

Employees should consult their Union contract or other employment policy document for more information concerning punctuality and attendance.

~~Employees who exceed these numbers may be subject to disciplinary action.~~

C. Reporting of Hours Worked

Hours worked will be kept and maintained in the County's HRIS system.

~~Each Department and Elected Official's Office shall keep a daily record of hours worked, overtime hours worked, compensatory time hours used, vacation hours used, and sick leave hours used. At the end of each pay period, said time records shall be signed by each employee and by a representative of the management of the department or office. At the end of each pay period, each Department and Elected Official Office shall provide Payroll with an electronic transmission of hours worked, overtime hours worked, compensatory time hours earned, compensatory time hours used, and sick leave hours used for each employee. The official record of hours worked shall be kept by Payroll.~~

D. Pay Period

~~Employees shall receive their paychecks on a bi-weekly basis on Friday of the appropriate week. The paycheck shall be for a two-week period ending the Friday preceding the Friday payday. If the payday falls on a County observed holiday, the workday immediately preceding the holiday shall be the payday.~~

E. Shift Differential

Employees should consult their Union contract or other employment policy document for more information concerning Shift Differential.

F. Lunch and Break Periods

Employees should consult their Union contract or other employment policy document for more information concerning Lunch and Break Periods.

III. Benefits

A. Vacation

Vacation with pay is a benefit offered to eligible employees.

The exact amount accrued can be verified ~~by consulting the County's HRIS system with Payroll.~~

Employees should consult their Union contract or other employment policy document for more information concerning Vacation.

B. Holidays

Holiday pay is a benefit offered to eligible employees.

Employees should consult their Union contract or other employment policy document for more information concerning Holidays.

C. Health Benefits

Group Medical Insurance is a benefit offered to ~~eligible full time employees who work a minimum of 30 hours per week eligible employees.~~ The County also provides access to dental and vision plans.

Employees should consult their Union contract or other employment policy document and Group Medical Plan booklet for more information concerning Health Benefits.

D. Pension

The County will participate in contributions for all eligible employees to the Illinois Municipal Retirement Fund, which provides a pension, disability and death benefit for participating employees. The County shall follow the guidelines of IMRF in order to protect the benefits of the employees.

Term life insurance is available to all active members of I.M.R.F.

Employees should consult their IMRF booklet for more information concerning this benefit.

~~E. Workers' Compensation~~

~~Workers' Compensation Benefits are provided to cover statutory medical, disability and death benefits in case of injury or illness arising out of employment with the County.~~

~~Employees, who suffer work related injuries but whose medical records indicate that the employee may perform meaningful light duty tasks, may be required to perform light duty tasks on a short term basis. In Departments where no suitable light duty work is available, the employee may be required to perform light duty tasks for a different County Department or a local non-profit organization. The work, outside the employee's Department, will be determined by the Director of Safety & Risk Management and will be treated as if the work was in the employee's Department. The light duty work period shall be a transitional period when full recovery is eminent and shall not exceed thirty (30) calendar days unless approval for such an extension is granted by the Personnel Committee.~~

~~There shall be no loss of unused Vacation and Sick Leave which has been accrued prior to a period of Worker's Compensation Temporary Total Disability. However, Vacation, Sick Leave, and Seniority will not accrue during a period of Temporary Total Disability and no~~

~~Vacation or Sick Leave will be paid during such time.~~

~~During the time an employee is receiving Worker's Compensation benefits, the County will continue to pay the individual contribution to the health benefits plan for a period of time up to 12 months.~~

~~Reporting Procedure:~~

~~The following procedures have been established to expedite the processing of Workers' Compensation claims and benefits, and to ensure that all other losses are accurately recorded:~~

- ~~1. Provide all necessary first aid and medical services — see separate document regarding Occupational Health Services locations.~~
- ~~2. The employee involved shall complete the "Employee's Accident/Incident Report Form" within one working day of the accident, unless physically unable to do so.~~
- ~~3. Immediate Supervisors shall complete the "Illinois Form 45: Employer's First Report of Injury" and "Supervisor's Statement" forms.~~
- ~~4. Original copies of all 3 forms should be immediately forwarded to Safety & Risk Management with any additional documentation, whether investigative or medical.~~
- ~~5. All information shall be complete and accurate.~~
- ~~6. Serious or fatal injuries shall be reported immediately by phone (extension 4563 or 4567) to Safety and Risk Management Department.~~

~~Copies of the required forms are located on Madison County's Intranet site under Forms and Documents.~~

F. Social Security/Medicare

Social Security provides income benefits for an employee and family in case of disability, death or eligible retirement. Medicare provides benefits for medical expenses, primarily for persons 65 years of age or older.

Federal law requires that a certain percentage of an employee's pay be deducted and paid to the Social Security Administration to fund this benefit. The County makes additional payments in the employee's behalf, which are equal to the amount deducted from an employee's pay.

Records regarding Social Security deductions and matching payments are maintained by the Social Security Administration. Verification of payments and benefits may be obtained from the Social Security Administration.

G. Nationwide Deferred Compensation Program

A tax-favored supplemental retirement savings program that allows public employees to contribute a portion of their salary, before federal taxes, to a retirement account is available to employees. It is provided for by Internal Revenue Code Section 457. Employees should consult their deferred compensation booklet for more information concerning this benefit.

H. Flexible Spending Account

A money saving benefit for reimbursement of any family medical, dental, chiropractic or other qualifying expenses not covered by a health plan or applied to your out-of-pocket expenses is available to employees. Eligibility occurs after the employee's health benefits become effective. There is also a Dependent Care Spending Account available immediately. Both are subject to seasonal enrollment requirements. Employees should consult the [Madison County Website "Madison County Government Group Medical Plan" benefits booklet](#) for more information concerning this benefit.

I. Other Benefits

Other benefits available to Madison County employees include: An Employee Assistance Program; Savings Bonds through payroll deduction; Payroll Direct Deposit; Life Insurance; and Bright Star College Savings Plan; ~~and Madco Credit Union.~~

IV. Leave of Absence

A. Sick Leave

A "Madison County Fitness-For-Duty Certification" must be completed by the Health Care Provider of an employee who has been or expects to be absent from work due to illness or disability for a period of three (3) or more consecutive working days. It must be filed with the ~~Elected Official~~/Department Head and Human Resources immediately upon return to work or prior to the tenth (10th) day of the absence, whichever is earlier, unless the employee is physically unable to do so.

The County reserves the right to require a second medical opinion regarding an employee's absence because of illness or injury or regarding a doctor's certification of an employee's absence or ability to return to work. Any such second opinion will be paid for by the County with a physician chosen by the County.

The exact amount accrued can be verified by checking your accrual balance within the county's HRIS system with Payroll.

Employees should consult their Union contract or other employment policy document for more information concerning Sick Leave.

~~B. Jury Duty Leave~~

~~An eligible employee will be paid regular pay while serving on jury duty. The stipend paid to the employee by the court shall be turned over to Payroll. The employee may retain the travel allowance. If an employee is excused from jury duty for a day or any portion of a day, the employee is expected to return to work.~~

~~An employee shall notify the immediate supervisor on the next working day after receiving the notice for duty.~~

~~For additional information, employees should consult their Union contract or other employment policy document concerning Civic Duty Leave.~~

~~C. Bereavement Leave~~

~~Employees should consult their Union contract or other employment policy document for more information concerning Bereavement Leave.~~

~~Upon request by the Elected Official/Department Head, verification of the death may be required.~~

~~D. Disability and Child Rearing Leave~~

~~Employees should consult their Union contract or other employment policy document for more information concerning Disability and Child Rearing Leave.~~

E. Leave without Pay

Employees should consult their Union contract or other employment policy document for more information concerning Leave without Pay.

~~F. Military Leave~~

~~Any full-time employee of Madison County Government, who is a member of any reserve~~

~~component of the United States armed forces or of any reserve component of the Illinois State Militia, shall be granted leave from his or her public employment for any period of actively spent in military service, including:~~

- ~~1. Call to active duty by order of the President;~~
- ~~2. Basic training;~~
- ~~3. Special or advanced training, whether or not within the State, and whether or not voluntary; and~~
- ~~4. Annual training.~~

~~During these leaves, the employee's seniority and other benefits shall continue to accrue.~~

~~During leaves for active duty by order of the President, if the employee's compensation for military activities is less than his or her compensation as a County employee, he or she shall receive his or her regular compensation as a public employee minus the amount of his or her base pay for military activities~~

~~During leaves for annual training, the employee shall continue to receive his or her regular compensation as a County employee.~~

~~During leaves for basic training and up to 60 days of special or advanced training, effective 1/1/10 full-time employees who are members of the military reserve shall be granted leave for training courses other than basic, annual and specialized training (Revised 11/09). If the employee's compensation for military activities is less than his or her compensation as a County employee, he or she shall receive his or her regular compensation as a public employee minus the amount of his or her base pay for military activities.~~

~~Such employees shall have and retain such rights with respect to reinstatement, seniority, vacation, layoffs, compensation, and length of service pay increases as may be from time to time provided by applicable federal or state law.~~

~~Advance notice from the employee must be given either in writing or orally. However, the notice requirement is excused when either "military necessity" prevents employees from giving notice or circumstances make it impossible or unreasonable for employees to provide notice.~~

~~The County may require returning employees to provide documentation of the length and character of their uniformed service. When such documentation is unavailable to returning employees, they will be reemployed until the documentation becomes available.~~

~~Employees returning from a Military Leave have a right to reemployment, as long as the County's circumstances have not changed to the extent that it would be impossible or unreasonable to provide continued employment.~~

~~Upon satisfactory completion of military service and timely notice of intent to return to work, an employee whose period of uniformed service is 90 days or less shall be promptly reemployed in the position the employee would have held had he/she been continuously employed, so long as the employee is qualified for the position or can become qualified after "reasonable efforts" by the employer. If the employee cannot become qualified after "reasonable efforts" the employee will be reinstated to the job the employee held prior to the~~

~~commencement of the uniformed service. If an employee cannot become qualified for either of these positions, even after reasonable efforts by the employer, the employee is to be placed in the position that most nearly approximates the positions described above and which the employee is able to perform. An employee whose period of uniformed service is greater than 90 days shall be promptly reemployed in the position he/she would have held had the employee remained continuously employed or in a position of like seniority, status and pay, so long as the employee is qualified for such a position or can become qualified after "reasonable efforts" by the employer. If the employee cannot become qualified after "reasonable efforts" the employee will be reinstated to the job the employee held prior to the commencement of the uniformed service, or in a position of like seniority, status and pay. If an employee cannot become qualified for any of the positions described above, the employee is to be placed in the position that most nearly approximates the positions described above and which the employee is able to perform.~~

~~An employee must apply for reinstatement to a job within 90 days after being released from active duty. Reservists and National Guardsmen returning from initial active duty for training must apply for reinstatement within 31 days after being released from military duty. Employees returning from all other active duty for training must report to work on the first scheduled working day following completion of training. If an employee, on return from military service, is physically unable to perform the duties of the employee's previous job, the County will attempt to place the employee in a position of similar status and pay that is compatible with the employee's physical disabilities.~~

~~Employees who leave their employment to perform military service are entitled to continued health benefits and health benefits for their dependents, who are normally eligible for coverage.~~

~~The employee's period of military service will be treated as service with the employer in determining vesting and benefit accrual under the pension plan. The County will make contributions to the plan in amounts equal to the contributions that would have been made if the employee had been actively employed during the period of military service.~~

~~Madison County follows the guidelines of the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), Local Government Employees Benefits Continuation Act, and the Military Leave of Absence Act. The U.S. Department of Labor, Veterans Employment and Training Services (VETS) is authorized to investigate and resolve complaints of USERRA violations. For assistance in filing a complaint or for other information on USERRA contact VEST at 1-866-4-USA-DOL.~~

G. Family Military Leave Act

~~The Illinois Family Military Leave Act became effective August 15, 2005. It applies to all employees who have worked for the County for at least 12 months and have worked at least 1,250 hours in the 12 months preceding the commencement of the leave. Family Military Leave is leave requested by an employee who is the spouse or parent of a person called by order of the Governor or President to state or federal military service lasting longer than 30 days. Madison County will provide unpaid family military leave to the spouse or parent of a person deployed for military service while the deployment orders are in effect for up to 30 days.~~

~~An employee must give at least 14 days notice prior to the date the leave will commence if the leave will consist of five or more consecutive work days, or as much notice as is practicable if the leave is for less than five consecutive days. Where possible, the employee should consult with the employer to minimize disruption to the County's operations. The County may require certification from the proper military authority to verify the employee's eligibility for the Leave.~~

~~The employee is not entitled to leave unless s/he has first exhausted all accrued vacation, personal, or~~

~~compensatory leave.~~

~~The employee is entitled to be restored to the same or an equivalent position following the leave, unless such restoration is inappropriate for reasons unrelated to the leave. Employers must allow for employees to maintain benefits at the employee's expense for the duration of the leave.~~

~~H. Employee Blood Donation Leave Act~~

~~The Employee Blood Donation Leave Act (EBDLA) takes effect January 1, 2006. Upon request, a full-time employee, who has been employed by the County for a period of six months or more, may use up to one hour of paid leave to donate blood every 56 days in accordance with appropriate medical standards established by the American Red Cross, America's Blood Centers, the American Association of Blood Banks, or other nationally recognized standards. A participating employee may use the one hour of paid leave after obtaining approval from his/her supervisor. Appropriate documentation may be required prior to the proposed blood donation before the leave is approved.~~

~~I. Paid Voting Leave~~

~~The County will permit the absence of an employee, who is entitled to vote, up to two hours during the employee's working hours to vote. The employee's working hours must begin less than two hours after the opening of the polls and end less than two hours before the closing of the polls. The employee must request the leave the day before the election.~~

~~J. School Visitation Leave~~

~~An employee who has been employed by the County for at least six months and has worked an average of 20 hours a week, may be granted leave of up to a total of 8 hours during any school year, and no more than 4 hours of which may be taken on any given day, to attend school conferences or classroom activities related to the employee's child if the conference or classroom activities cannot be scheduled during non-work hours; however no leave may be taken by an employee unless the employee has exhausted all accrued vacation leave or compensatory leave.~~

~~Before arranging attendance at the conference or activity, the employee shall provide the Elected Official/Department Head with a written request for a leave at least 7 days in advance of the time the employee is required to utilize the visitation right. In emergency situations, no more than 24 hours notice shall be required. An employee is not required to make up the time taken, but if the employee and Elected Official/Department Head agree to the time being made up, the employee shall be paid at the same rate as paid for normal working time.~~

~~The employee shall submit verification of the date and time of the visitation provided by the school administrator, to the Elected Official/Department Head within two working days of the school visitation. Failure to do so may result in the time being considered an unexcused absence.~~

~~K. Family and Medical Leave Policy~~

~~The Family and Medical Leave Act of 1993 ("FMLA") became effective on August 5, 1993. Final Regulations regarding FMLA were issued by the U.S. Department of Labor (DOL) and became effective April 6, 1995. The Military Family Leave became effective on January 28, 2008 and the final regulations became effective January 16, 2009. Madison County recognizes that a leave of absence from active employment may be~~

~~necessary for family or medical reasons and in compliance with FMLA, up to 12 weeks of unpaid, job-protected leave will be granted to "eligible" employees for certain family and medical reasons and up to 26 weeks for Military Caregiver Leave. An employee's health coverage will be maintained for the duration of leave, under the existing "group health plan options." Any contributions that are normally made by the employees will continue to be required. Upon return from leave, the employee will be restored to the same position with equivalent pay, benefits, and other employment terms. The use of family and medical leave will not result in the loss of any employment benefit that accrued prior to the start of the employee's leave.~~

~~1. — **Eligible Employees**~~

~~Employees are eligible if they have worked for the County for at least one year, and for 1,250 hours over the previous 12 months.~~

~~2. — **Basic Leave Entitlement**~~

~~Unpaid leave will be granted to eligible employees for any of the following reasons:~~

- ~~a. — the birth and first year care of the employee's child; or~~
- ~~b. — the placement of a child for adoption or foster care in the employee's home; or~~
- ~~c. — to care for the employee's spouse, child, or parent, who has a serious health condition~~
- ~~d. — for a serious health condition that makes the employee unable to perform the employee's job;~~

~~3. — **Military Family Leave Entitlements**~~

- ~~a. — because of a qualifying exigency arising out of the fact that your spouse; son or daughter; parent is on active duty or call to active duty status in support of a contingency operation as a member of the National Guard or Reserves; or~~
- ~~b. — because you are the spouse; son or daughter; parent; next of kin of a covered service member with a serious injury or illness.~~

~~Eligible employees with a spouse, son, daughter, or parent on active duty or called to active duty status in the National Guard or Reserves in support of a contingency operation may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.~~

~~FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered service member during a single 12-month period. A covered service member is a current member of the Armed forces, including a member of the National Guard or Reserves, who has a serious injury or illness incurred in the line of duty on active duty that may render the service member medically unfit to perform his or her duties for which the service member is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list. On October 28, 2009, President Obama expanded the caregiver leave provision to include veterans who are undergoing medical treatment, recuperation or therapy for serious injury or illness that~~

~~occurred any time during the five years preceding the date of treatment. (Revised 11/09)~~

~~4. **Length of Leave**~~

~~The 12-month period during which employees are eligible for 12 weeks or 26 weeks of leave is the 12-month period beginning with the date an employee starts a period of leave. An employee who fails to return to work immediately following expiration of the authorized leave period may be subject to termination. All leave taken under this policy will be counted against the employee's leave entitlement under FMLA. Before the employee begins his/her FMLA leave, the County must notify the employee that the leave will be counted against the employee's FMLA entitlement.~~

~~5. **Prior Use of Paid Leave**~~

~~Prior to being eligible for the unpaid leave under this policy, an employee must have exhausted all available paid leave, excluding compensatory time that he or she has accumulated. The unpaid leave is in addition to the paid leave which has been exhausted.~~

~~6. **Employee Notification**~~

~~The employee must provide 30 days advance notice when the leave is "foreseeable." In circumstances where thirty days' notice cannot be given, an employee must provide as much notice as possible, generally within two days of learning of the need for leave. In cases where the need for leave is foreseeable, an employee's failure to provide 30 days' notice prior to taking leave may result in denial or delay of leave. An employee requesting leave under this policy shall submit a completed Request for Family and Medical Leave form to the Elected Official/Department Head at which time the employee will be given the Family and Medical Leave Information Packet. The employee is responsible for all required forms and certifications.~~

~~7. **Certification for Basic Leave**~~

~~If an employee requests a leave of absence because of the serious health condition of the employee or the employee's family member, the employee must submit to the Elected Official/Department Head a Certification of Health Care Provider for Employee's Serious Health Condition or Family Member's Serious Health Condition. The forms are provided by the County and can be obtained from County Board Personnel or can be found on the County Intranet. Failure to provide such certification upon request may result in a denial or delay of leave. The County reserves the right to require that the employee receive a second and possible third opinion from another health care provider (at the County's expense) certifying the serious health condition of the employee or the employee's family member. If the second medical opinion differs from the employee's statement, a third medical opinion by a physician or practitioner mutually agreed upon by both parties, may be required. The third medical opinion is final and binding on the County and the employee. The County also reserves the right to require that an employee provide the County with recertification of the medical condition for which the leave is taken both initially and during the leave.~~

~~This certification will consist of:~~

- ~~a. the date that the serious health condition began;~~
- ~~b. the probable duration of the condition;~~
- ~~c. the appropriate medical facts regarding the condition;~~
- ~~d. a statement that the employee is needed for the care of a dependent and an estimate~~

~~of the amount of time needed;~~

~~e. a statement that because of the employee's serious health condition the employee is unable to perform his/her functions; and~~

~~f. if for an intermittent or reduced leave, the dates of expected treatment and anticipated duration.~~

~~Within ten (10) working days upon receipt of the appropriate forms, the Elected Official/Department Head will render a decision or determine if further medical statements are required. When a second medical statement is required, the Elected Official/Department Head shall within five (5) working days name the physician or practitioner selected to render the second opinion. Within five (5) working days from the receipt of the second physician's or practitioner's statement, the Elected Official/Department Head will render decision or determine whether a third medical statement is required. When a third medical statement is required, the Elected Official/Department Head will render a decision immediately upon receipt of the statement. Before returning to work, an employee who is on leave of absence as a result of his or her own serious health condition must submit a physician's written certification that the employee is able to return to work. Failure to provide such certification may result in the delay or denial of job restoration. During the employee's leave, the County may also periodically inquire as to the employee's intent to return to work.~~

~~**g. Intermittent Leave**~~

~~Leaves taken for the care of a dependent or because of the employee's serious health condition may be taken intermittently or on a reduced leave schedule. If an employee seeks leave on an intermittent or reduced schedule basis, the employee must submit a Certification of Health Care Provider, as discussed above. Any hours of leave taken intermittently are deducted on an hour-by-hour basis from the aggregate twelve week entitlement. If the intermittent leave is foreseeable, based on planned medical treatment, the County may require the employee to transfer temporarily to another position that has equivalent pay and benefits and better accommodates recurring periods of leave. Leaves taken for the birth or adoption of a child cannot be taken intermittently. In addition, if the planned medical treatment is foreseeable, the employee is required to make a reasonable effort to schedule the treatment so as not to unduly disrupt the operations of the County.~~

~~**h. Contributions for Health Benefits**~~

~~At the election of the employee, the County will continue to provide health insurance coverage for the employee during the employee's FMLA leave. However, the employee will remain personally responsible for paying the employee's contribution for health benefits. If the Family and Medical Leave is taken without pay, such payments shall be made at the same time and in the same manner as payments under COBRA and must be submitted directly to Payroll. Failure to pay the contributions within thirty (30) days of the due date may result in lapse of coverage. If the employee does not return from the leave, the County may recover from the employee the portion of the contribution paid by the County in order to maintain the coverage, except if the employee fails to return because of a serious health~~

~~condition or circumstances beyond the employee's control.~~

~~10. — **Job Restoration**~~

~~Upon return from family or medical leave, the employee will be returned to the same position with no loss in benefits which accrued prior to the leave of absence. An employee who does not return to work at the end of an authorized leave is subject to termination.~~

~~11. — **Records**~~

~~Records and documents relating to medical certifications, recertifications or medical histories of employees or employees' family members, created for purposes of FMLA, shall be maintained as confidential medical records in separate files/records from the usual personnel files, and if ADA is also applicable, such records shall be maintained in conformance with ADA confidentiality requirements, except that: Supervisors and managers may be informed regarding necessary restrictions on the work or duties of an employee and necessary accommodations; First aid and safety personnel may be informed (when appropriate) if the employee's physical or medical condition might require emergency treatment; and Government officials investigating compliance with FMLA (or other pertinent law) shall be provided relevant information upon request.~~

~~12. — **Exigency Leave**~~

~~a. — Eligible employees may take up to 12 weeks of FMLA leave while the employee's spouse, son, daughter, or parent, is on, or called to, active duty for one or more of the following 'qualifying exigencies':~~

- ~~1. — Short notice deployment;~~
- ~~2. — Military events and related activities;~~
- ~~3. — Childcare and school activities;~~
- ~~4. — Financial and legal arrangements;~~
- ~~5. — Counseling;~~
- ~~6. — Rest and recuperation;~~
- ~~7. — Post-deployment activities; and~~
- ~~8. — Other activities arising out of the military member's active duty, agreed to by the employer and the employee.~~

~~b. — **Certification for Leave — Qualifying Exigency**~~

~~The first time an employee requests leave due to a qualifying exigency arising out of active duty, the employer may require the employee to provide a copy of the military orders, or similar documentation, that attests the need, and approximate dates, of the exigency leave. This information need only be provided once. A copy of new orders or similar military documentation must be provided to the employer for any new or different qualifying exigency arising out of active duty.~~

~~Contents of Certification — Exigency Leave~~

~~An employer may require supporting certification of the need for FMLA leave due to a~~

~~qualifying exigency. Such certification may include:~~

- ~~• A statement or description, signed by the employee, of facts supporting the qualifying exigency for which FMLA leave is requested;~~
- ~~• Approximate dates of exigency;~~
- ~~• Estimate of frequency and duration of the exigency, if intermittent or reduced scheduled leave requested; and~~
- ~~• Contact information of any third party involved in the exigency.~~

~~e. Verification~~

~~If an employee submits a complete and sufficient certification supporting the need for leave due to a qualifying exigency, the employer cannot request additional information from the employee beyond that which is contained in the form. However, if the exigency involves a third party, the employer may contact the third party for purposes of verification of the exigency.~~

~~13. Caregiver Leave~~

~~a. Military caregiver leave is available to otherwise FMLA-qualified individuals who have a family member that incurs a serious health condition, or injury, while on active duty. In order to care for the covered service member, an eligible employee must be the spouse, son, daughter, or parent, or next of kin of the service member. One 26-week allotment is available per serious illness or injury. The single 12-month period is measured on the date the employee commences the caregiver leave, and ends 12 months thereafter, without regard to what the employer's general FMLA 12-month measuring period is. If the employee has a need to care for more than one service member, a separate 26-week period would be available, per service member. Further, if a service member has a subsequent injury, a separate 26-week period would be available to the caregiver. In no event, would more than 26 weeks of leave be available in a single 12-month period.~~

~~b. Certification for Leave to Care for Covered Service Member~~

~~Certificate from Health Care Provider An employer may require an employee to obtain certification from an authorized health care provider to support the need for FMLA leave to care for a covered service member. For these purposes, an *authorized health care provider* includes one designated by the US Department of Defense, the US Department of Veterans Affairs, or a TRICARE network or non-network authorized private health care provider.~~

~~An employer may request the following information from the designated health care provider:~~

- ~~1. Name, address and other contact information of the provider, type of practice and specialty, and verification of the health care provider's authorization;~~
- ~~2. Whether the covered service member's injury or illness was incurred in the line of duty on active status;~~
- ~~3. Approximate date on which the injury or illness began, and probable duration;~~
- ~~4. A statement of appropriate medical facts supporting the need for FMLA leave, whether the injury or illness may render the individual medically unfit to perform the duties of the service member's office, grade, rank or rating; and whether the member is receiving~~

medical treatment, recuperation, or therapy;

~~5. Information relating to whether the care is for a single continuous period of time, with estimated beginning and ending dates;~~

~~6. Supporting medical necessity information when FMLA leave is requested on an intermittent or reduced schedule; and~~

~~7. Whether periodic care would be medically necessary, with estimated frequency and duration of the periodic care.~~

~~e. Certification from Employee and/or Covered Service Member~~

In addition to the information requested from the health care provider, as above, an employer may require an employee to provide certification of the need for FMLA leave to care for a service member. Employers can use the DOL's Form WH-385 for this purpose; or provide its own certification form. The type of information an employer may request includes:

~~1. Name and address of the employer of the employee requesting leave to care for the covered service member, name of the employee requesting the leave, and name of the covered service member requiring the care;~~

~~2. The relationship of the employee and covered service member;~~

~~3. The military branch, rank and current unit assignment of the service member;~~

~~4. Whether the service member is assigned to a particular military medical facility as an outpatient;~~

~~5. Whether the covered service member is on the temporary disability retire list; and~~

~~6. A description and estimated duration of the care.~~

~~14. Basic Leave Definitions~~

~~The following summarizes the definitions of several key terms used in the policy:~~

~~a. parent – the biological parent of an employee; or an individual who acted as a parent to an employee when the employee was a child~~

~~b. child (Not for Military Family Leave) – a biological, adopted or foster child, a stepchild, a legal ward, or a child under eighteen years of age who is living with the employee in a parent-child relationship, or, if over eighteen, who is incapable of self-care because of a mental or physical disability.~~

~~c. a serious health condition is one that involves more than three consecutive calendar days of incapacity, plus two visits to a health care provider. The first visit to the health care provider must occur within seven days of Day 1 of the incapacity; the second visit to the provider must occur within 30 days of the beginning incapacity.~~

~~15. Military Family Leave Definitions~~

For purposes of both Exigency Leave and Caregiver Leave:

~~a. A parent of a covered service member means the biological, adoptive, step or foster father or mother, or any other individual who stood in *loco parentis* to the service member. The term does not include 'parents-in-law'.~~

~~b. A son or daughter means the covered service member's biological, adopted or foster child, stepchild, legal ward, or a child for whom the service member stood in *loco parentis*, and who is of any age. Note that, for military leave purposes only, the age restriction~~

~~otherwise applicable under the FMLA does not apply.
For purposes of Caregiver Leave only:~~

~~a. The next of kin of the service member means the nearest blood relative (other than the spouse, parent, son or daughter) in the following order of priority:~~

- ~~1. Blood relatives with legal custody of the service member.~~
- ~~2. Brothers and sisters, grandparents, aunts and uncles, and first cousins.~~
- ~~3. Another blood relative, as designated by the service member.~~

~~L. Victims' Economic Security and Safety Act Guidelines~~

~~Madison County recognizes that domestic and sexual violence affects many persons without regard to age, sex, race, educational level, socioeconomic status, religion, or occupation. Enabling victims of domestic or sexual violence to maintain financial independence that is necessary to leave abusive situations, achieve safety, and minimize the physical and emotional injuries from domestic or sexual violence is the purpose of the Victims' Economic Security and Safety Act ("VESSA") and these guidelines.~~

~~This document gives guidelines for understanding the VESSA Act and Illinois Department of Labor rules and it is the intention of these guidelines to assist in the compliance of the Act. The VESSA Act and any amendments or changes to the rules shall supersede anything in these guidelines.~~

~~The Victims' Economic Security and Safety Act ("VESSA") became effective on August 25, 2003. Emergency rules regarding VESSA were issued by the Illinois Department of Labor (IDOL) and became effective December 29, 2003.~~

~~VESSA provides up to twelve weeks of unpaid leave in any 12-month period to an employee who is a victim of domestic violence, or who has a family or household member who is a victim of such violence to address issues arising from such violence. Employers are prohibited from discharging, harassing, or otherwise discriminating against any qualified employee.~~

~~An employee's health coverage will be maintained for the duration of the unpaid leave, under the existing "group health plan options." Any contributions that are normally made by the employees will continue to be required. Upon return from leave, the employee will be restored to the same position with equivalent pay, benefits, and other employment terms.~~

~~The use of VESSA leave will not result in the loss of any employment benefit that accrued prior to the start of the employee's leave.~~

~~Eligible Employees~~

~~Employees are eligible at the time of employment with the County.~~

~~Unpaid leave will be granted to an employee who is a victim of domestic violence or who has a family or household member who is a victim of domestic violence for reasons~~

such as the following:

~~Seeking medical attention for, or recovering from, psychological injuries caused by domestic or sexual violence;~~

~~Obtaining services from a victim services organization;~~

~~Obtaining psychological or other counseling;~~

~~Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member; or~~

~~Seeking legal assistance or remedies to ensure the health and safety of the employee or family or household member, including preparing for or participating in any civil or criminal or legal proceeding related to or derived from domestic or sexual violence.~~

~~"Family or Household member" means a spouse, parent, son, daughter and persons jointly residing in the same household. This definition has been expanded to include any person related by blood or by present or prior marriage.~~

~~"Parent" means the biological parent of an employee or an individual who stood in as a parent to an employee when the employee was a son or daughter. "Son or daughter" means a biological, adopted, or foster child, stepchild, a legal ward, or a child of a person who stood in as a parent, who is under 18 years of age, or is 18 years of age or older and incapable of self care because of a mental or physical disability.~~

Certification

~~—— If an employee requests an unpaid leave of absence under VESSA, the employee must submit to the Elected Official/Department Head a sworn statement by the employee and any of the following:~~

~~—— Documentation from an employee, agent, or volunteer of a victim services organization, an attorney, a member of the clergy, or a medical or other professional from whom the employee or the employee's family or household member has sought assistance in addressing domestic or sexual violence and the effects of the violence;~~

~~—— A police or court record; or~~

~~—— Other corroborating evidence.~~

Length of Leave

~~—— The 12-month period during which employees are eligible for 12 weeks of unpaid leave is the 12-month period beginning with the date an employee starts a period of leave. An employee who fails to return to work immediately following expiration of the authorized leave period may be subject to termination. All leave taken under these guidelines will be counted against the employee's leave entitlement under VESSA. An employee, who may~~

~~have exhausted all available leave under FMLA, for a purpose other than that which is available under VESSA, remains eligible for unpaid leave under VESSA.~~

~~During the employee's VESSA leave, the employee shall periodically report to his/her Department Head on the status and intention of the employee to return to work.~~

Notification

~~The employee shall provide the employer with at least 48 hours' advance notice of the employee's intention to take the leave, unless providing such notice is not possible.~~

Existing Leave

~~Existing paid leave that an employee would be eligible to take, may be substituted for the VESSA leave.~~

Intermittent Leave

~~VESSA leave may be taken intermittently or on a reduced leave schedule. If an employee seeks leave on an intermittent or reduced schedule basis, the employee must submit a certification discussed above. Any hours of leave taken intermittently are deducted on an hour-by-hour basis from the aggregate twelve week entitlement. If the intermittent leave is foreseeable the County may require the employee to transfer temporarily to another position that has equivalent pay and benefits and better accommodates recurring periods of leave.~~

Contributions for Health Benefits

~~The County will continue to provide health insurance coverage for the employee during the employee's VESSA leave. However, the employee will remain personally responsible for paying the employee's contribution for health benefits. The payments shall be made at the same time and in the same manner as payments under COBRA and must be submitted directly to Payroll. Failure to pay the contributions within thirty (30) days of the due date may result in lapse of coverage.~~

~~If the employee does not return from the leave, the County may recover from the employee the portion of the contribution paid by the County in order to maintain the coverage, unless the circumstances are beyond the employee's control. Certifications of the reasons may be required.~~

Job Restoration

~~Upon return from VESSA leave, the employee will be returned to the same position with no loss in benefits which accrued prior to the leave of absence. An employee who does~~

~~not return to work at the end of an authorized leave is subject to termination.~~

Reasonable Accommodation

~~VESSA provides that in response to "actual or threatened domestic or sexual violence," reasonable accommodations may include an "adjustment to a job structure, workplace facility, or work requirement, including a transfer, reassignment, or modified schedule, leave, a changed telephone number or seating assignment, installation of a lock, or implementation of a security procedure, unless such accommodation would impose an undue hardship. It is the responsibility of the employee to notify the Department Head/Elected Official of the need for an accommodation.~~

Confidentiality of Records

~~Records, statements, and documents relating to VESSA certifications of employees or employees' family members, created for purposes of VESSA, shall be retained in the strictest confidence in separate files/records from the usual personnel files except to the extent that disclosure is:~~

~~requested or consented to in writing by the employee; or~~

~~otherwise required by Federal or State law.~~

~~An employee, or representative of employees, who believes his or her rights under this Act have been violated may file a complaint with the Illinois Department of Labor requesting a review of the alleged violation.~~

V. Employee Conduct

A. Conduct

It is the policy of Madison County that certain rules and regulations regarding employee behavior are necessary for the efficient operation of the County and for the benefit and safety of all employees and citizens of Madison County. Conduct that interferes with operations, discredits the County, or is offensive to the public or fellow employees will not be tolerated.

1. Employees are expected at all times to conduct themselves in a positive manner so as to promote the best interests of the County and so as to comply with the policies outlined in this handbook as well as other policy documents. Such conduct includes:
 - a. Reporting to work punctually and being at the proper work station, ready for work, at the assigned starting time;
 - b. Giving appropriate advance notice whenever unable to work or report on time;
 - c. Smoking and use of smoking devices only at times and in places not prohibited by County rules or local ordinances;
 - d. Wearing clothing appropriate for the work being performed;
 - e. Eating meals only during meal periods and only in the designated eating areas;
 - f. Maintaining work place and work area cleanliness and orderliness;
 - g. Treating the public and fellow employees in a courteous manner;
 - h. Wearing safety belts while operating a County vehicle or while driving a personal vehicle on County business
 - i. Performing assigned tasks efficiently and in accordance with established quality standards;
 - j. Cooperating with investigations of alleged misconduct or criminal activity occurring at or on the workplace by employees or other persons; and
 - k. Reporting damage or misuse of County property
2. It is not possible to list all forms of behavior that are considered unacceptable in the workplace. Individual departments may also have rules and policies applicable to their employees.
3. The following conduct is prohibited and will subject the individual involved to disciplinary action, up to and including termination:
 - a. Violating any provision of this Personnel Policy or departmental policy;
 - b. Engaging in any conduct unbecoming of a County employee or that discredits the County;
 - c. Taking or giving bribes;
 - d. Being under the influence of intoxicating beverages or illegal drugs while at work;
 - e. Using a County vehicle without the knowledge of the immediate supervisor;
 - f. Improperly operating a County vehicle, driving a County vehicle without a valid driver's license or permitting an unauthorized person to operate a County vehicle; operating a

- County vehicle under the influence of alcohol or drugs;
- g. Operating a personal vehicle on County business without a valid driver's license, without insurance, or under the influence of alcohol or drugs;
 - h. Excessive absence or tardiness;
 - i. Use of overtime for other than work purposes;
 - j. Being discourteous to the public or fellow employees;
 - k. Deliberate interruption or hindrance of work;
 - l. The use or consumption of County property for personal or private purposes, or the use of County employees during working hours for such purposes;
 - m. Misrepresentation of request for sick leave;
 - n. Using or attempting to use an official position to secure special privileges, exemptions, or personal gain except as may be otherwise provided by law;
 - o. Abuse of telephone usage;
 - p. The use of profanity or abusive language;
 - q. The unauthorized possession of firearms or other weapons on County property or in County owned vehicles or while performing work related duties;
 - r. Insubordination, which means the refusal to obey a written or verbal order of an ~~Elected Official~~ Department Head or their designate;
 - s. Fighting or assault on a fellow employee or citizen;
 - t. Theft, destruction, defacement, or misuse of County property or of another employee's property;
 - u. Gambling on County property;
 - v. Falsifying or altering any County record or report, such as an application for employment, a medical report, a production record, a time record, an expense account, an absentee report, or shipping and receiving records;
 - w. Threatening or intimidating fellow employees or citizens;
 - x. Sleeping on the job;
 - y. Failure to comply with all safety and security regulations as outlined in the "Madison County Government Safety Handbook";
 - z. Engaging in any form of sexual harassment;
 - aa. Improper disclosure of confidential information;
 - bb. Neglect or abuse of any patient or individual in the care or keeping of Madison County;
 - cc. Absence without notification and authorization;
 - dd. Commission of a criminal act if relevant and/or injurious to the employment situation;

- ee. Making false accusations so as to discredit other employees or supervisors;
- ff. Negligence or improper conduct leading to damage of property;
- gg. Being on County property or in County buildings outside of regular hours, without authorization of a Supervisor; ~~and~~
- gg-hh. Violating the personal privacy of another employee, including by recording him/her without permission or eavesdropping on conversations; and
- hh-ii. Negligence which places the employee or others in a life threatening situation.

The examples above, are illustrative of the type of behavior that will not be permitted, but are not intended to be an all-inclusive listing.

B. Telephone Usage

Good telephone habits are an indication that the department is interested in serving the public. At all times, answer promptly and courteously. Identify yourself, be friendly and helpful. Write time and date of any message from the caller, transfer calls tactfully, give accurate information, do not keep the caller waiting and hang up carefully.

Employees must keep incoming and outgoing personal calls to a minimum. It is the employee's responsibility to ensure that no cost to the County results from his/her personal phone calls.

Personal cell phones can only be used during breaks outside of public office areas unless the call is an emergency.

C. Smoking in the Workplace

~~In compliance with the Smoke Free Illinois Act, smoking is not permitted in any indoor County building and/or facility. The use of e-cigarettes, any other smoking devices or tobacco products, is not permitted in any indoor County building and/or facility. Smoking and the use of other smoking devices is permitted outdoors, but users should not block the entranceways of building or smoke within 15 feet of building entranceways, windows or ventilation systems.~~

~~Cigarette smoking, use of any other smoking devices, including e-cigarettes or tobacco products is not permitted in County owned vehicles or while operating equipment.~~

~~Any amendment to the Smoke Free Illinois Act that becomes effective after the effective date of this policy shall be incorporated into this policy by reference.~~

~~Cigarette and cigar remnants, ashes or other tobacco wastes and matches should be deposited in appropriate receptacles. Effective January 1, 2014, the Litter Control Act, (IL House Bill 3243/Public Act 98-0483) added cigarette butts to a list of items categorized as "litter". Violators could be charged with a Class B misdemeanor with a fine up to \$1,500.~~

~~Violators or those who refuse to comply with this policy may be subject to appropriate corrective action. Enforcement of this policy is the responsibility of all employees.~~

D. Personal Appearance

Appropriate dress, personal hygiene and neatness contribute to the morale of all employees and affect the image Madison County presents to citizens and visitors. During working hours, employees are expected to present a clean and neat appearance and dress in appropriate business attire.

The following information is intended to serve as a guide to help define appropriate professional/casual business wear for employees at Madison County. However, not all casual clothing is appropriate for the office. Casual business wear means clean, neat, and professional clothing. It is never appropriate to wear stained, wrinkled, frayed, tight fitting, or revealing clothing to the workplace.

Listed below is a general overview of acceptable proper attire, as well as, a listing of some of the more common items that are not appropriate for the office. Obviously, neither group is intended to be all-inclusive. Rather, these items should help set the general parameters for proper business wear and allow you to make intelligent judgments about items that are not specifically addressed.

The following lists do not apply to employees in Departments which require uniforms or other work related clothing such as ~~Sheriff's Department~~, Highway Maintenance, Building Maintenance, etc. Some departments may require a more formal attire and/or there may be times when your scheduled activities dictate a more formal business attire.

Examples of acceptable business wear include:

- business suits or sport coats
- slacks
- ~~c~~Capri pants
- casual dresses and skirts
- casual shirts and blouses
- golf shirts
- turtlenecks
- sweaters
- loafers

Examples of inappropriate clothing items that should not be worn include:

- denim/jeans all colors/denim skirts or denim Capris (unless during a designated casual day)
- sweatpants/sweat suits/exercise wear
- shorts
- extremely tight fitting clothing (tops or bottoms)
- miniskirts or skorts (shorter than fingertips with arms at sides, as a general rule)
- spaghetti-strap, strapless dresses, tank tops (unless covered by another shirt or jacket)
- collar-less t-shirts
- clothing with beer, alcohol, tobacco logos or offensive messages or images or any shirts with logos larger than 2 inches in diameter
- halter tops
- visible undergarments
- flip flops (thongs) or foam beach type shoes, athletic shoes, slippers
- crop tops (midriff showing)
- low cut tops that are too revealing
- sheer or see-through blouses or shirts
- ball caps or hats

Relaxed professional dress policy is the same as above except that it includes:

- jeans or denim (which is not white-washed, acid washed or of similar nature, faded, frayed or torn which are not of a low rise or bib overall type)
- clean athletic shoes
- tucked in collar-less t-shirts

Employees, who do not meet with the public and who work in non-public areas, for example, computer operators in Information Systems, inspectors, and other field personnel, may dress according to a more relaxed professional dress policy. At certain times, days may be designated as casual days. When a casual day is designated by the County Board Chairman Pro-Tem, employees may dress according to the relaxed professional dress policy. The Department Head will determine whether an employee is eligible for the relaxed professional attire exceptions.

Management reserves the right to authorize variations or substitutions of the designated dress code policy as needed for medical, religious, or other extenuating circumstances. Also, Management reserves the right to determine the appropriateness of all dress, and grooming within Madison County offices.

Any employee who does not meet the dress code will be sent home by their Department Head on his or her own time to change to appropriate clothing. Consult your supervisor or Department Head if you have questions as to what constitutes appropriate attire.

E. Personnel Records

Employees have a responsibility to keep their personnel records up to date in the county's HRIS system. Examples of this information would be: and are to notify Payroll, in writing, of any changes in the following:

1. Name;
2. Address; (Must give actual address if have P.O. Box)
3. Telephone Number;
4. Marital status (for benefits and tax withholding purposes only);
5. Number of dependents;
6. Beneficiary designations for County pension;

F. Housekeeping

All employees are responsible for maintaining their work areas in a clean and orderly fashion at all times. Cooperation in keeping other areas, such as rest rooms, neat and clean will be appreciated by other employees.

G. Ethics and Gift Ban Ordinances

Madison County Ethics Ordinance

~~Section~~

- ~~40.01 Definitions~~
- ~~40.10 Gift Ban~~
- ~~40.20 Prohibited Political Activities~~
- ~~40.30 False Reports~~
- ~~40.40 Ethics Advisor~~
- ~~40.99 Penalties~~

40.01.1 DEFINITIONS

~~For the purpose of this chapter 40, the following definitions shall apply unless context clearly indicates or requires a different meaning-~~

~~**Campaign for Elective Office.** Any activity in furtherance of an effort to influence the selection, nomination, election or appointment of any individual to any federal, State or local public office or office in a political organization, or the selection, nomination, or election of Presidential or Vice-Presidential electors, but does not include activities (a) relating to the support or opposition of any executive, legislative or administrative action, (b) relating to~~

~~collective bargaining, or (c) that are otherwise in furtherance of the person's official duties.~~

~~**Candidate.** A person who had filed nominating papers or petitions for nomination or election to an elected office, or who has been appointed to fill a vacancy in nomination, and who remains eligible for placement on the ballot at a regular election, as defined in Section 1-3 of the Election Code (10 ILCS 5/1-3).~~

~~**Collective Bargaining.** This term has the same meaning as the term is defined in Section 3 of the Illinois Public Labor Relations Act (5 ILCS 315/3).~~

~~**Compensated Time.** With respect to an employee, any time worked by or credited to the employee that counts toward any minimum work time requirement imposed as a condition of his or her employment, but for purposes of this Ordinance, does not include any designated holidays, vacation periods, personal time, compensatory time off or any period when the employee is on a leave of absence. With respect to officers or employees whose hours are not fixed, "compensated time" includes any period of time when the officer is on the premises under the control of the employer, and any other time when the officer or employee is executing his or her official duties, regardless of location.~~

~~**Compensatory Time Off.** Any authorized time off earned by or awarded to an employee to compensate in whole or in part for time worked in excess of the minimum work time required of that employee as a condition of his or her employment.~~

~~**Contribution.** This term has the same meaning as that term is defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4).~~

~~**Employee.** A person employed by the County of Madison, whether on a full-time or part-time basis or pursuant to a contract, whose duties are subject to the direction and control of an employer with regard to the material details of how the work is to be performed, but does not include an independent contractor, employees of the State's Attorney, or employees of the Clerk of the Circuit Court.~~

~~**Employer.** The County of Madison, Illinois.~~

~~**Gift.** Any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value, including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of an officer or employee.~~

~~**Leave of Absence.** Any period during which an employee does not receive (a) compensation for employment, (b) service credit towards pension benefits, and (c) health insurance benefits paid for by the employer.~~

~~**Officer.** A person who holds, by election or appointment, an office created by statute or ordinance, regardless of whether the officer is compensated for service in his or her official capacity, but does not include the State's Attorney or the Clerk of the Circuit Court.~~

~~**Political Activity.** Any activity in support of or in connection with any campaign for elective office or any political organization, but does not include activities (a) relating to the support~~

~~or opposition of any executive, legislative or administrative action, (b) relating to collective bargaining, or (c) that are otherwise in furtherance of the person's official duties.~~

~~**Political Organization.**— A party, committee, association, fund or other organization (whether or not incorporated) that is required to file a statement of organization with the State Board of Elections or a county clerk under Section 9-3 of the Election Code (10 ILCS 5/9-3), but only with regard to those activities that require filing with the State Board of Elections or a county clerk.~~

~~**Prohibited Political Activity.**— Any one or more of the following activities:~~

- ~~(1) — Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event;~~
- ~~(2) — Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets to any political fundraiser, political meeting, or other political event;~~
- ~~(3) — Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value as a campaign contribution;~~
- ~~(4) — Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question;~~
- ~~(5) — Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question;~~
- ~~(6) — Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question;~~
- ~~(7) — Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls;~~
- ~~(8) — Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question;~~
- ~~(9) — Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office;~~
- ~~(10) — Preparing or reviewing responses to candidate questionnaires;~~
- ~~(11) — Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question;~~
- ~~(12) — Campaigning for any elective office or for or against any referendum question;~~
- ~~(13) — Managing or working on a campaign for elective office or for or against any referendum question;~~
- ~~(14) — Serving as a delegate, alternate, or proxy to a political party convention; or~~
- ~~(15) — Participating in any recount or challenge to the outcome of any election.~~

~~**Prohibited Source.**— Any person or entity who:~~

- ~~(1) — Is seeking official action (a) by an officer, or (b) by an employee, or (c) by the officer or other employee directing that employee;~~
- ~~(2) — Does business or seeks to do business (a) with the officer, or (b) with an employee,~~

- or (c) with the officer or other employee directing that employee;
- ~~(3) Conducts activities regulated (a) by the officer, or (b) by an employee, or (c) by the officer or other employee directing that employee;~~
- ~~(4) Has interests that may be substantially affected by the performance or non-performance of the official duties of the officer or employee; or~~
- ~~(5) Is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act.~~

Gift Ban Ordinance

~~40.11 Gift Ban.~~

~~Except as otherwise provided in this chapter, no officer or employee, and no spouse of or immediate family member living with any officer or employee (collectively referred to herein as "recipients"), shall intentionally solicit or accept any gift from any prohibited source, as defined herein, or which is otherwise prohibited by any federal or state statute, rule, regulation or ordinance. No prohibited source shall intentionally offer or make a gift that violates this chapter.~~

~~40.12 Exceptions.~~

~~The restrictions in Section 40.11 do not apply to the following:~~

- ~~(A) Anything for which the officer or employee, or his or her spouse or immediate family member, pays the fair market value.~~
- ~~(B) Any contribution that is lawfully made under the Election Code, or activities associated with a fundraising event in support of a political organization or candidate.~~
- ~~(C) A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.~~
- ~~(D) Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the public official or employee shall consider the circumstances under which the gift was offered, such as:~~
- ~~(1) The history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals;~~
- ~~(2) Whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and~~
- ~~(3) Whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other officers or employees, or their spouses or immediate family members.~~

- ~~(E) — Educational materials and missions.~~
- ~~(F) — Travel expenses for a meeting to discuss business.~~
- ~~(G) — Intra-governmental and intergovernmental gifts. For the purposes of this Chapter, “intra-governmental gift” means any gift given to an officer or employee of the employer from another officer or employee of the employer, and “inter-governmental gift” means any gift given to an officer or employer of one governmental entity by an officer or employee of another governmental entity.~~
- ~~(H) — Food, refreshments, lodging, transportation and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of an officer or employee) if the benefits have not been offered or enhanced because of the official position or employment of the officer or employee and are customarily provided to others in similar circumstances;~~
- ~~(I) — Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are (1) consumed on the premises from which they were purchased or prepared, or (2) catered. For purposes of this Section, “catered” means food or refreshments that are purchased ready to consume which are delivered by any means.~~
- ~~(J) — Opportunities, benefits, and services that are available on the same conditions for the general public.~~
- ~~(K) — Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.~~
- ~~(L) — Bequests, inheritances, and other transfers at death.~~

~~Each of the exceptions listed in this Section is mutually exclusive and independent of every other.~~

~~**40.13 — Disposition of Gifts.**~~

~~An officer or employee, his or her spouse or an immediate family member living with the officer or employee, does not violate this Ordinance if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501 (c)(3) of the Internal Revenue Code of 1986, as now or hereafter amended, renumbered, or succeeded.~~

~~**40.20 — Prohibited Political Activities**~~

~~**40.21 — Prohibited Activities**~~

- ~~(A) — No officer or employee shall intentionally perform any prohibited political activity during any compensated time, as defined in Section 40.01.~~
- ~~(B) — No officer or employee shall intentionally use any property or resources of the County of Madison in connection with any prohibited political activity.~~
- ~~(C) — At no time shall any officer or employee intentionally require any other officer or employee to perform any prohibited political activity (1) as part of that officer or employee’s duties; (2) as a condition of employment; or (3) during any compensated time off, including but not limited to holidays, vacation, or personal time off.~~
- ~~(D) — No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded additional compensation~~

~~or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, nor shall any officer or employee be awarded additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.~~

~~**40.22 Permissible Activities.**~~

~~(A) Nothing in Section 40.21 shall be construed to prohibit activities that are permissible for an officer or employee to engage in as part of his or her official duties.~~

~~(B) Nothing in section 40.21 shall be construed to prohibit activities that are undertaken by an officer or employee on a voluntary basis and are not otherwise prohibited under Section 40.21.~~

~~**40.23 Merit System, Federal Funds.**~~

~~No person either (1) in a position that is subject to recognized merit principles of public employment, or (2) in a position the salary for which is paid in whole or in part by federal funds and that is subject to the Federal Standards for a Merit System of Personnel Administration applicable to grant-in-aid programs, shall be denied or deprived of employment or tenure solely because he or she is a member or an officer of a political committee, or a political party, or of a political organization or club.~~

~~**40.30 False Reports.**~~

~~**40.31 Prohibition on False Reports.**~~

~~No person shall intentionally make a false report alleging a violation of any provision of this Ordinance to the local enforcement authorities, the State's Attorney, or any other law enforcement official.~~

~~**40.40 Ethics Advisor.**~~

~~**40.41 Appointment of Ethics Advisor.**~~

~~The County Board Chairman, with the advice and consent of the County Board, shall designate an Ethics Advisor for the County of Madison. No person shall be appointed as Ethics Advisor who serves as or is employed as an officer or employee of the County of Madison. No person shall be appointed as Ethics Advisor who is related by blood or marriage, up to the degree of first cousin, to any elected officer of the County of Madison.~~

~~**40.42 Term of Ethics Advisor.**~~

~~The initial appointee to the position of Ethics Advisor shall serve a term ending on June 30, 2006. Thereafter, successive appointments shall be made for a two-year term ending on June 30 of each even-numbered year. If the position of Ethics Advisor becomes vacant, an individual shall be appointed to fill the unexpired term in accordance with Section 40.41.~~

~~**40.43 Duties of Ethics Advisor.**~~

~~The Ethics Advisor shall provide guidance to the officers and employees of the County of Madison concerning the interpretation of and compliance with the provisions of this Ordinance and State ethics laws. The Ethics Advisor may perform other such duties as may be delegated by the County of Madison.~~

~~**40.99.1.1.1 Penalty.**~~

~~(A) An individual who intentionally violates any provision of Section 40.21 of this Ordinance may be punished by a term of incarceration in the Madison County Jail for a period of not more~~

~~than 364 days, and may be fined in an amount not to exceed \$2,500.~~

- ~~(B) — An individual who intentionally violates any provision of Section 40.11 of this Ordinance is subject to a fine in an amount of not less than \$1,001 and not more than \$5,000.~~
- ~~(C) — Any individual who intentionally violates Section 40.31 of this Ordinance may be punished by a term of incarceration in the Madison County Jail for a period of not more than 364 days, and may be fined in an amount not to exceed \$2,500.~~
- ~~(D) — A violation of Section 40.21 or Section 40.31 of this Ordinance shall be prosecuted as a criminal offense by the State's Attorney by the filing of an information or sworn complaint in the Circuit Court charging such offense. The prosecution shall be under and conform to the rules of criminal procedure. Conviction shall require the establishment of the guilt of the defendant beyond a reasonable doubt.~~
- ~~(E) — A violation of Section 40.11 of this Ordinance shall be prosecuted as a quasi-criminal offense by the State's Attorney by the filing of a sworn complaint in the Circuit Court charging such offense. The prosecution shall be under and conform to applicable rules for quasi-criminal procedure. Adjudication against the defendant or respondent shall require establishment of guilt by a preponderance of the evidence.~~
- ~~(F) — In addition to any other penalty that may be applicable, whether criminal or civil, an officer or employee who intentionally violates any provision of Section 40.11 or Section 40.21 of this Ordinance is subject to discipline or discharge.~~
- ~~(G) — Any complaint alleging a violation of this Ordinance must be filed with the Circuit Court within one year of the occurrence of the alleged violation.~~

H. Other Employment

It is the policy of Madison County that employees are prohibited from having other employment, which will interfere with the performance of their duties with Madison County. In addition, employees are prohibited from other employment which creates a conflict of interest.

Any employee performing outside services or having other employment must report such services or employment to the ~~Elected Official~~/Department Head.

Employees who are injured while engaging in other employment must notify the ~~Elected Official~~/Department Head.

I. Correspondence and Communication

Courtesy should be given in all communications and correspondence, and all employees should refrain from unnecessarily criticizing any individuals or agencies concerning official transactions or business.

J. Speech and Official Statements

Employees are encouraged to appear before civic organizations, fraternal organizations or any other group in an official capacity. Employees must notify the ~~Elected Official~~/Department Head prior to accepting such speaking engagements.

Employees are cautioned against making statements or giving impressions regarding official agency policy or position without prior expressed authority being granted. Normally, the ~~County Board Administration-Elected Official/Department Head~~ has the sole right to adopt and interpret the policies of the organization. If in doubt, it is always preferable to consult the ~~Elected Official~~/Department Head before making any statements that might possibly be misinterpreted or misconstrued by the general public or press.

The ~~Elected Official~~/Department Head will make all news releases concerning the department.

K. Dissemination of Information

The County shall comply with the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq., as amended. All requests made pursuant to this Act must be date stamped and directed to the appropriate FOIA officer ~~Elected Official/Department Head~~ immediately. In addition, all requests must be submitted in the following form: in writing, and on the F.O.I.A. form maintained by the appropriate FOIA officer ~~Office of the County Clerk~~.

L. Driver's License Requirements

~~It is the policy of the County that each employee, whose position requires that a vehicle be driven in order to perform the essential functions of the position or who is authorized to drive a county-owned motor vehicle, must present a valid driver's license to the Elected Official/Department Head upon employment, once each year, and at any other time during employment with the County as requested by the Elected Official/ Department Head.~~

~~Notwithstanding, any employee who drives any vehicle on County business must be at least 18 years of age, have a valid driver's license and be insured as required by state law.~~

~~If an employee, who is required to have a valid license, has his/her license suspended, he/she must inform the immediate supervisor by the next working day. Failure to report the suspension could result in disciplinary action up to and including termination.~~

~~If an employee, who is required to have a valid driver's license, has his/her license suspended, the employee will immediately be on an unpaid leave for 90 days. If at any time during the 90 days, the license is reinstated, the employee may return to work. If the license is not reinstated within the 90 days, the employee's employment with the County will be terminated.~~

~~Any employee operating a county-owned motor vehicle shall submit to a breathalyzer test to determine blood alcohol level, or if the breathalyzer test is not available, a blood test as well as a field sobriety test pursuant to a lawful request by a police officer commissioned by the State of Illinois or any political subdivision thereof, or any commissioned peace officer of a sister state.~~

~~If an employee refuses to submit to a test to determine blood alcohol level upon a lawful request of a commissioned peace officer, as aforesaid, then the employee who so refuses shall be suspended for a period of not less than 30 days. Said employee may receive discipline including suspension for a term greater than 30 days and including discharge from employment if, in the judgment of the County Board Chairman, circumstances warrant a suspension of greater than 30 days or discharge from employment. The suspension shall begin within 30 days of the date that the employee refused said tests.~~

M. Mail

The mail system, including E-mail, is reserved for business purposes only. Employees should refrain from sending or receiving personal mail at the workplace. Personal mail sent through inter-office mail is also prohibited.

VI. Miscellaneous

A. Termination

If an employee plans to resign, the employee should advise the immediate supervisor as far in advance as possible. A two week written notice would be appreciated in most cases. An exit interview will be scheduled to review benefits, options for continuing benefits and discuss other appropriate details.

The County will not pay for any benefits beyond the date considered to be the employee's last day of employment, except for health benefits which continue through the end of the month in which employment with the County is terminated.

All payments for accumulated sick leave and/or vacation due to an employee upon separation, shall be paid in a lump sum on the payday immediately after the employee's permanent separation date in accordance with the applicable collective bargaining agreements and personnel policies. In addition, sick leave or vacation may not be used to extend an employee's employment with Madison County unless the employee is eligible for sick leave as a result of a verifiable illness. No accrued personal days will be paid out at the time of termination.

B. Soliciting

It is the policy of Madison County that unsolicited outside vendors are not permitted to sell any goods or services on County premises. If an employee is approached by an outside vendor on County premises, the employee should report the incident to his/her immediate supervisor.

C. Recruitment, Selection & Placement

It is the policy of Madison County to attempt to recruit, select and place qualified persons in open positions within the parameters of the job description established for each position and in conformity with existing equal opportunity regulations.

We encourage the filling of open positions with qualified current employees through promotional and/or lateral transfer and by offering employment to other qualified outside candidates.

A member of an employee's immediate family will be considered for employment by the County, provided the applicant possesses all the qualifications for employment. An immediate family member, except for a spouse, may not be hired, however, if such employment would:

1. Create either a direct or indirect supervisor/subordinate relationship with a family member; or
2. Create either an actual conflict of interest or the appearance of a conflict of interest.

These criteria will also be considered when assigning, transferring, or promoting an employee. For purpose of this policy, "immediate family" includes: the employee's brother, sister, parents, children, step-children, father-in-law, mother-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, and any other member of the employee's household except spouse.

Employees, who become members of the same household, may continue employment as long as there is not:

1. A direct or indirect supervisor/subordinate relationship between such employees; or
2. An actual conflict of interest or the appearance of a conflict of interest.

Should one of the above situations occur, the County will attempt to find a suitable position within the County to which one of the affected employees may transfer. If accommodations of this nature are not feasible, the employees will be permitted to determine which of them will resign.

D. Residency Requirement

It is the policy of Madison County that new employees of Madison County hired after September 1, 1988, shall be or become residents of Madison County within six (6) months of their hiring date and shall maintain their residency for the duration of their employment with Madison County.

If after six (6) months of employment the employee has made no attempt to become a Madison County resident, his/her employment shall be terminated.

If after 24 months of employment, the employee has not become a Madison County resident, his/her employment shall be terminated, except that the Personnel & Labor Relations Committee may grant an extension if extenuating circumstances exist. If an extension is approved, it will be at the Committee's discretion to determine the length of the extension and will be without prejudice or precedence. In no situation may the residency requirement be waived.

Further, those employees hired prior to September 1, 1988 and who currently reside in Madison County shall also maintain County residency for the duration of their employment.

The only exception to the residency requirement is in the Employment & Training Department, which serves and may employ people from Bond County and Madison County.

E. Grievance Procedures

Employees should consult their Union contract or other employment policy document for more information concerning Grievance Procedures.

F. Health Conditions

It is the policy of the County that employees with infectious, long-term, life-threatening, or other serious diseases may work as long as they are physically and mentally able to perform the duties of their job, without undue risk to their own health or that of other employees or the public. The Policy Guidelines are as follows:

1. The County will support, where feasible and practical, educational programs to enhance employee awareness and understanding of serious diseases.
2. Employees afflicted with a serious disease are to be treated the same as any other employee. In addition, if the serious disease affects their ability to perform their assigned duties, such employees are to be treated like other employees who have disabilities that limit their job performance.
3. Employees who are diagnosed as having a serious disease are encouraged to inform their immediate supervisor of their condition as soon as possible. Supervisors should respond with compassion and understanding. In addition, they should review with the employee County Policy on such issues as leaves and disability, infection control, any accommodation the employee may request and the County's response to that request, the County's continuing expectation regarding the employee's performance and attendance, and available benefits.
4. The County may require a doctor's certification of an employee's ability to perform his/her duties safely.
5. The County will attempt to maintain the confidentiality of the diagnosis and medical records of employees with serious diseases, unless required otherwise by law. Information relating to an employee's serious disease will not be disclosed to other employees unless the information is, in the opinion of the County, necessary to protect the health or safety of the employee, co-workers, or others.
6. The County will comply with applicable occupational safety regulations concerning employees exposed to blood or other potentially infectious materials. Universal precautions, engineering and work practice controls, and personal protective equipment will be implemented to limit the spread

of diseases in the work place.

7. Employees concerned about being infected with a serious disease by a co-worker, or other person should convey this concern to their immediate supervisor or Human Resources ~~the Personnel Department~~. Employees who refuse to work with or perform services for a person known or suspected to have a serious disease, without first discussing their concern with a supervisor, will be subject to discipline, up to and including termination. Where there is little or no evidence of risk of infection to the concerned employee, the employee may be assigned to work with or perform services for any other employee or person as required by the County.

G. Photo I.D.'s

Madison County may issue a photo I.D. card for employees.

Employees will not use their I.D. for personal business or personal gain. If an identification card is lost or stolen, it must be reported in writing to the ~~Elected Official~~/Department Head. The I.D. must be turned in to the ~~Elected Official~~/Department Head upon termination of employment with Madison County.

H. Employer Information and Property

No County related information or property, including without limitation, documents, files, records, computer files, equipment, keys, office supplies or similar materials (except in the ordinary course of performing duties on behalf of the County) may, therefore, be removed from the County's premises. In addition, when an employee leaves the County, the employee must return to the County all County related information and property that the employee has in his/her possession, including without limitation, documents, files, records, manuals, information stored on a personal computer or on a computer disc, supplies, keys, and equipment or office supplies. Violation of this policy is a serious offense and will result in appropriate disciplinary action, up to and including discharge.

~~I. Madison County Government Electronic Communications Policies and Procedures~~

~~Effective Date: January 21, 2015~~

~~This document is intended to serve as a policy for the proper use of the Madison County's equipment and electronic communication systems. This policy covers the use of all forms of electronic communications including but not limited to e-mail, voice mail, fax machines, Intranet, the Internet, social media, discussion groups, comment posting sources, audio, video and cell phones, including text and instant messaging and applies to all Madison County employees. Every employee is expected to read, understand, and follow the provisions of these policies and will be held responsible for its contents. Use of Madison County's electronic communication systems constitutes acceptance of these policies and their requirements.~~

~~1. **Use of Electronic Communications:** Madison County's electronic communications systems, including e-mail, the Internet and cellular phones owned by the County are intended for business use only. Incidental and occasional use of these systems for non-work purposes may be permitted at the discretion of the department head. Before using these systems for business or personal use, employees must understand that any information that is created, sent, received, accessed or stored in these systems will be the property of Madison County and will not be private. If employees are permitted to use electronic communication systems for non-work purposes, such use shall not violate any section of this policy or interfere with the employee's work performance.~~

~~Employees should use the same care and discretion when writing e-mail and other electronic communications as they would for any formal written communication. Any message of information sent by employees to other individuals via electronic communication systems such as the Internet, e-mail, text messages or instant message are statements identifiable and attributable to Madison County. Consequently, all electronic communications sent by employees—whether business or personal—must be professional and comply with this policy and the Employee Policy and Procedures Handbook.~~

~~2. **Prohibited Communications:** Under no circumstances may employees use the County's electronic communications systems for creating, possessing, uploading, downloading, accessing, transmitting or distributing material that is offensive, illegal, sexually explicit, discriminatory, defamatory or interferes with the productivity of co-workers. Employees may not use these systems for illegal activities. Employees may not engage in any use which violates copyright or trademark laws.~~

~~Employees are also prohibited from posting information, opinions, or comments to Internet discussion groups (for example: news groups, chat, list servers, electronic bulletin boards, comment sections of news stories or blogs or any social media site) without prior authorization from the employee's department head.~~

~~Employees may not use e-mail or other electronic communications to disclose confidential, sensitive or information covered by compliancy rules. Personal information such as home addresses, phone numbers, social security numbers and electronic account usernames~~

~~and passwords should never be disclosed on the Internet.~~

~~3. — **No Presumption of Privacy:** Although employees may use passwords to access some electronic communication systems, these communications should not be considered private. Employees should always assume that any communications — whether business-related or personal — created, sent, received or stored on the County's electronic equipment and communication systems may be read or heard by someone other than the intended recipient (refer to Section 4 — Madison County's Right to Monitor Use).~~

~~Employees should also recognize that all electronic communications including e-mail messages, text messages and instant messages deleted from any system or device may still be retrieved when requested by authorized personnel. Consequently, messages that were previously deleted may be recreated, printed out, or forwarded to someone else without the employee's knowledge.~~

~~4. — **Madison County's Right to Monitor Use:** Madison County reserves the right to monitor, intercept, access, disclose, retain, print and delete all information created, sent, received, or stored on its electronic communication systems at any time, with or without employee notice.~~

~~The County Board Chairman or the County Administrator may provide written authorization to whomever they deem necessary to provide access to stored electronic communications.~~

~~Information obtained through monitoring may be used as a basis for employee discipline, termination and also evaluating employee performance.~~

~~5. — **Prohibited Activities:** In addition to section 2, employees may not — without their department head's authorization — upload, download, or otherwise transmit copyrighted, trademarked, or patented material; trade secrets; or confidential, private or proprietary information or materials. Employees may not upload, download or otherwise transmit any illegal information or materials. Employees may not use the County's electronic communication systems to gain unauthorized access to remote computers or other systems to intrude, damage, alter, or disrupt such computers or systems in any way, nor may employees — without authorizations from their department head — use someone else's code or password or disclose anyone's code or password including their own. It is a violation of this policy for employees to intentionally intercept, eavesdrop, record, or alter another person's Internet, e-mail or any other electronic communications. Employees may not enable unauthorized individuals to have access to or use the County's electronic communication systems or devices, or otherwise permit any use which would jeopardize the security of the County's electronic systems or devices.~~

~~Employees must use their real names when sending e-mail messages or other electronic communications and may not misrepresent, obscure or in any way attempt to subvert the information necessary to identify the real person responsible for the electronic communication. Sending e-mail message under a fictitious or false name is a violation of the policy. Likewise, using another users account or login ID constitutes a violation of this~~

policy.

~~Employees are not allowed to transmit, copy, store on a non-county authorized device, remove from their office or disseminate in any fashion any information stored by their department or another department that is not a publicly available record, information or document. Any copying, storing, removal, deletion or dissemination of any non-publicly available information, record or document must be first approved by the employee's department head. Employees should consult their supervisor or department head for guidance in determining what records, information or documents are not publically available. An employee may only disseminate a publicly available record, information or document that is in the due course of their normal business duties. The disclosure of public information outside of normal business duties should follow established formal public records request procedures.~~

~~6. — **Software:** Employees may not install any software on a Madison County system or device that has not been authorized for use and installation.~~

~~Employees may not copy software for distribution to any third party or for home use unless such copying is permitted by the software's license agreement.~~

~~The installation of software for trial periods authorized by the vendor would not be a violation of this policy as long as the software has been authorized.~~

~~7. — **Encryption:** Employees may not password protect or otherwise privately code their files without prior authorization from their department head. Use of encryption software must be specifically approved by the employee's department head and Information Technology prior to using such software for the storage, receipt, and transmission of data. If encryption software is used, the employee must give the password to his or her department head and Information Technology.~~

~~8. — **Viruses and Tampering:** Any files downloaded from the Internet must be scanned with authorized virus detection software from Information Technology. The intentional introduction of viruses, attempts to breach system security, or other unauthorized tampering with any of the County's electronic communication systems or devices is expressly prohibited. Employees must immediately report any viruses, tampering, or other system breaches or attempted breaches to their department head and Information Technology.~~

~~9. — **Disclaimer of Liability for Use of the Internet:** Madison County is not responsible for material viewed or downloaded by users from the Internet. The Internet provides access to a significant amount of information, some of which contains offensive, sexually explicit and inappropriate material. It is difficult to avoid contact with this material, therefore, users of the Internet do so at their own risk.~~

~~10. **Duty Not to Waste Electronic Communications Resources:** Users must not deliberately perform actions that waste electronic communications resources or unfairly monopolize resources to the exclusion of other employees. This includes, but is not limited to, subscribing to list servers, mailing lists, streaming video & audio or web sites not directly related to the employee's job responsibilities; spending extensive non-productive~~

~~time on the Internet; and doing large non-work related file downloads, or mass mailings. Electronic communication resources are limited and employees have a duty to conserve these resources.~~

~~11. **E-mail Address, Cell Phone Number, and Social Media Identity:** Madison County reserves the right to monitor and keep an employee's county e-mail address, county cell phone number or county social media identity active for a reasonable period of time following an employee's departure to ensure that important business communications reach the County.~~

~~12. **Record Retention:** Generally, e-mail messages, text messages or instant messages are temporary communications which are non-vital and may be discarded routinely. However, depending on the content of the e-mail message, it may be considered a more formal record and should be retained pursuant to a department's record retention schedule. Madison County employees should treat e-mail messages and other electronic records in the same manner as if these messages had originated on paper. Employees should consult their supervisor or department head for guidance in determining what records are subject to retention.~~

~~13. **Violations:** Violations of this policy may subject employees to disciplinary action from the removal of privileges up to and including dismissal from employment, and, if applicable, any criminal or civil penalties or other legal action.~~

~~Employees who observe violations of this policy are obligated to report these violations to their department head or Information Technology.~~

~~The County Board Chairman or the County Administrator may authorize individuals, for investigative purposes, to engage in activities otherwise prohibited by this policy.~~

~~14. **Policy Changes:** Madison County reserves the right to change this policy at any time without prior notice. Revised policy changes will be made available to employees in a timely manner. Nothing in this policy is intended or should be construed as an agreement and/or a contract, express or implied.~~

Definitions

Definitions applicable to this policy:

~~1. **Electronic Mail (e-mail):** Electronic mail may include non-interactive communication of text, data, image, voice or video messages between a sender and designated recipient(s) by systems utilizing telecommunications links. It may also include correspondence transmitted and stored electronically using software facilities called "mail", "facsimile", or "messaging" systems; or voice messages transmitted and stored for later retrieval from a computer system.~~

~~2. **Internet:** A worldwide network of networks, connecting informational networks that communicate through a common communications language or "protocol".~~

~~3. **Intranet:** An in-house communications system and inter-office e-mail that serves the~~

~~employees of the enterprise. Although intranet pages and inter-office e-mail may link to the Internet, an intranet is not accessed by the general public.~~

~~4. — **Encryption:** Any system, software or password that changes information from its native state or access to an unrecognizable or denied state.~~

~~5. — **World Wide Web:** An Internet client-server distributed information and retrieval system based upon hypertext transfer protocol (HTTP) that transfers hypertext documents that can contain text, graphics, audio, video, and other multimedia file types across a varied array of computer systems.~~

~~6. — **File Transfer Protocol (FTP):** A program that allows users to transfer data between different computers on a network or between networks.~~

~~7. — **Cell Phone:** A portable telephone that uses wireless cellular technology to send and receive phone signals. This includes “Smart Phones.”~~

~~8. — **Text Message:** An electronic message sent over a cellular network from one device another.~~

~~9. — **Instant Message:** An electronic message sent in real time via the Internet and therefore immediately available for display on the recipient's screen.~~

~~10. — **Social Media / Discussion Group / Comment Posting Source:** Forms of electronic communication (such as Web sites for social networking, microblogging, USENET, List Serves, Newsgroups, etc.) through which users share information, ideas, personal messages, and other content (as videos, pictures, etc.)~~

~~11. — **Virus:** A program, software or coding that is unauthorized and, when on a device or system, has an unwanted or adverse effect.~~

~~———— **J. Social Media Policy**~~

~~The County encourages the work-related use of social media to facilitate the sharing of information, ideas, and opinions in support of the mission and business of the County. All content posted during work hours by county staff for Web applications, sites or accounts created and maintained by the county (hereinafter referred to as county sites); or for non-county blogs or other sites (hereinafter referred to as non-county sites) must be for authorized county business and comply with all federal, state and county laws, rules, and regulations and county or department procedures. The use of social media is considered a use of information technology and as such is also subject to all provisions of the Electronic Communications Policies and Procedures.~~

~~County sites must reflect the county image and are considered limited public forums. Comments are moderated and the county reserves the right to remove any employee or third party postings that are inappropriate or unlawful. Employees who contribute to or moderate county sites must follow specific rules to maintain the reputation of the county~~

~~while protecting the First Amendment rights of citizens.~~

~~As public employees, county employees' free speech rights in the workplace are different than those of the general public. They are subject to a balancing act between the right of a public employer to operate efficiently and employees' free speech rights. The county's personnel policies incorporate limitations on free speech intended to maintain efficient government operations, such as the law's limitations on harassment in the workplace and political speech.~~

~~Employee Responsibilities~~

~~A. Authorization for Use of Social Media~~

~~Employees must obtain written approval from their Department Head or Elected Official prior to creating any county site for official county communication or communicating on behalf of the county on non-county sites unless doing so is a part of their assigned job duties. When submitting a request to create a county site to their Department Head or Elected Official, employees must include a life cycle plan for maintaining, updating and removal of the site.~~

~~B. Responsibilities when Posting Content~~

~~When posting content on county sites or posting content on non-county sites during working hours or using county computers:~~

~~1. Employees are required to:~~

- ~~a. Protect and respect the privacy of clients, partners, and other employees; get permission to use the name or likeness of county employees, and get a signed release or email approval to use the name or likeness of anyone outside of the county unless pictures to be posted were taken at a public event.~~
- ~~b. Comply with federal, state and county laws including all public records, copyright, retention, fair use, privacy and financial disclosure laws.~~
- ~~c. Protect passwords; monitor sites on a regular basis to check for unauthorized posts.~~
- ~~d. Comply with all applicable County Personnel Policies~~
- ~~e. Check facts, cite sources, avoid copyright infringement, present balanced views, acknowledge and correct errors, check spelling and grammar before making a post live on any county or non-county site.~~
- ~~f. Post only within the employee's area of expertise and knowledge.~~
- ~~g. Make corrections expediently and note that a correction was made.~~
- ~~h. Maintain confidentiality of County information.~~
- ~~i. Express opinions in a respectful manner.~~
- ~~j. Follow the rules and procedures of any social media site on which they are posting work-related content.~~
- ~~k. Follow the County's applicable procedures for presenting content on County sites.~~
- ~~l. Assist in regularly maintaining and updating active county sites.~~
- ~~m. Follow their department and unit standards for identifying themselves when posting on a county or non-county site.~~
- ~~n. Obtain the County Administrator's approval before posting anything as an official~~

~~statement of Madison County unless the employee is an authorized spokesperson.~~

~~2. Employees are prohibited from:~~

~~a. Making personal attacks, using insults or using threatening language.~~

~~b. Making Libelous and/or defamatory or false statements~~

~~c. Plagiarizing material.~~

~~d. Sharing private, personal or confidential information,~~

~~e. Making comments unrelated to the content of the forum, and/or providing hyperlinks to material not directly related to the discussion.~~

~~f. Posting commercial promotions or spam.~~

~~g. Posting information shared with County staff and/or stakeholders that is in draft form or is pending publication.~~

~~h. Including content in postings for which the county does not own the copyright or does not have legal permission to use.~~

~~c. Engaging in Use of Social Media~~

~~Employees engaging in the use of social media during work hours or when using county computers should have no expectation of privacy.~~

~~RESTRICTIONS ON ACCESS AND CONTENT~~

~~The County reserves the right to:~~

~~A. Monitor employee postings made during work hours.~~

~~B. Review content before it is posted by an employee during work hours or when using county computers and to modify, remove, or prohibit any messages or postings on county sites that the county deems to be inappropriate.~~

~~C. Restrict or limit access or permission to post content on any site from county computers or for county business purposes at any time without cause or explanation. Appointing authorities may issue department specific limitations on posting to any site from county computers or for county business purposes that are more restrictive than this policy.~~

~~D. For the purpose of this policy, the use of personal devices on lunch, breaks, or personal time for non-work related use of social media is not covered under this policy, except that the County's personnel policies do apply, such as the policy's limitation on harassment in the workplace.~~

~~Employees who engage in improper use of social media under this policy are subject to disciplinary action, up to and including termination.~~

~~K. Pregnancy and Nursing Mothers in the Workplace Policy~~

~~Madison County is committed to providing a workplace which does not discriminate against an employee because of pregnancy, recovery from childbirth or due to a medical or common condition related to pregnancy. Retaliation because of a requested reasonable~~

~~accommodation is also prohibited.~~

~~Employees have the right to:~~

~~Ask for a reasonable accommodation for pregnancy, such as more frequent bathroom breaks, assistance with heavy work, or time off to recover from pregnancy;~~

~~Ask to be provided with a room or location within close proximity to the employee's work area, other than a bathroom, where the mother can express milk in privacy (location options could include making a private office or an employee lounge area with a locked door available to the nursing mother during specified periods of time);~~

~~Reject an accommodation offered for pregnancy that the employee does not desire; or~~

~~Continue to work during pregnancy if a reasonable accommodation is available which would allow the employee to continue performing the job.~~

~~A reasonable accommodation is a reasonable modification or adjustment to the work environment, or to the manner or circumstances under which the position held is customarily performed, that enable an employee affected by pregnancy to perform the essential functions of that position. Examples include:~~

- ~~1. More frequent or longer bathroom breaks;~~
- ~~2. Breaks for increased water intake;~~
- ~~3. Breaks for periodic rests;~~
- ~~4. Private non-bathroom space for expressing breast milk and breastfeeding (questions about room or location alternatives should be directed to Safety & Risk Management);~~
- ~~5. Seating;~~
- ~~6. Assistance with manual labor;~~
- ~~7. Light duty;~~
- ~~8. Temporary transfer to a less strenuous position;~~
- ~~9. The provision of an accessible worksite;~~
- ~~10. Acquisition or modification of equipment;~~
- ~~11. Job restructuring;~~
- ~~12. A part-time or modified work schedule;~~
- ~~13. Appropriate adjustment or modifications of examinations, training materials, or policies;~~
- ~~14. Reassignment to a vacant position;~~
- ~~15. Time off to recover from pregnancy; and~~
- ~~16. Leave necessitated by pregnancy.~~

~~The employer and the employee must engage in a timely, good faith, and meaningful exchange to determine effective reasonable accommodation. The employer is not required to create additional employment that the employer would not otherwise have created, unless the employer does so or would do so for other classes of employees who need accommodation. The employer is not required to discharge any employee, transfer any employee with more seniority, or promote any employee who is not qualified to perform the job, unless the employer does so or would do so for other classes of~~

~~employees who need it.~~

~~In response to a request for an accommodation, the employer can ask the employee to provide documentation from the employee's healthcare provider if:~~

- ~~1. The employee also requests similar documentation for conditions related to a disability;~~
- ~~2. The request is job-related and consistent with business necessity; and~~
- ~~3. The request is limited to information concerning:
 - ~~a. The need or medical justification for the requested accommodation;~~
 - ~~b. A description of the reasonable accommodation medically advisable;~~
 - ~~c. The date the reasonable accommodation became medically advisable; and~~
 - ~~d. The probable duration of the reasonable accommodation.~~~~

~~If an employer requests documentation which it is entitled to, an employee requesting the accommodation must submit the documentation requested. The employer is not prohibited from requesting documentation from the employee's healthcare provider to determine compliance with other laws.~~

~~If an employee has questions regarding "Pregnancy and your Rights in the Workplace" the employee can call Illinois Department of Human Rights at 312-814-6200, 217-785-5100 or 866-740-3953 (TTY)~~

~~L. Concealed Carry Policy~~

~~The Illinois Firearm Concealed Carry Act became effective January 1, 2014 and it allows individuals with a valid license to carry concealed firearms. The act specifically states that concealed carry is not allowed in local government buildings. In compliance with the act, Madison County prohibits valid license holders, or any individuals, from carrying concealed weapons at any time on County-owned property or in County-owned vehicles while performing work-related duties.~~

~~In accordance with the "parked car rule," any licensee shall be permitted to carry a concealed firearm on or about his or her person within a vehicle into the parking area and may store a firearm or ammunition concealed in a case within a locked vehicle or locked container out of plain view within the vehicle in the parking area. A licensee may carry a concealed firearm in the immediate area surrounding his or her vehicle within a prohibited parking lot area only for the limited purpose of storing or retrieving a firearm within the vehicle's trunk, provided the licensee ensures the concealed firearm is unloaded prior to exiting the vehicle. For purposes of this subsection, "case" includes a glove compartment or console that completely encloses the concealed firearm or ammunition, the trunk of the vehicle, or a firearm carrying box, shipping box, or other container.~~

~~This policy does not apply to employees who are authorized by the County to carry weapons.~~

VII. Vehicle Policy

A. Purpose

To define and describe the usage parameters related to the operation of Madison County vehicles by County employees. The objectives of this policy are to:

1. Ensure the safety and ~~well-being~~wellbeing of County employees and property through the establishment of a mandatory employee safe driver-training program.
2. Minimize the liability to the County,
3. Control the number of County owned or leased vehicles being used by employees to commute to and from work in an effort to facilitate the efficient and effective use of County resources.

B. General Guidelines

1. County vehicles shall be used only for "OFFICIAL COUNTY BUSINESS" which is defined as:
 - a. All duties performed in accordance with the employee's job.
 - b. Additional and/or specialized duties directed by the employee's supervisor.
 - c. Attendance at County-related business meetings.
 - d. Inspections of specific sites.
 - e. Other situations necessary to perform County business, which may include but is not limited solely to commuting, with department supervisor approval, due to atypical business hours and duty assignments.
2. An employee must have two years of licensed driving experience and a valid Illinois driver's license in order to drive a vehicle. An employee must read and sign The "County Vehicle Driver Form" prior to driving a County-owned vehicle.
3. Driver Training: All employees will complete a safe driver course within six months of their hire or an equivalent program that is part of certain job positions. Refresher courses must be taken for all employees every three years. If an employee is totally accident free for this three-year period, he/she will be waved from the refresher course based on this merit, for the following period.
4. Emergency/Roadside Assistance: In the spirit of good citizenship, and consistent with safety requirements, all Madison County employees operating Madison County vehicles are encouraged to call for aid or assistance to the motoring public on Madison County roads at all times. Most county vehicles are equipped with some type of communication equipment, and every reasonable effort should be put forth to respond to certain roadside emergencies.
5. Vehicle Modification: No employee shall make any "personal" modifications to any county vehicle without the prior approval of the Department Head.
6. Cigarette smoking, use of any other smoking devices, including e-cigarettes or tobacco products is not permitted in County-owned vehicles or while operating equipment.
7. Cell Phone/Electronic Device Policy while driving: For safety purposes, employees shall not use cell phones, hands-free or otherwise, while driving a County-owned vehicle or personal vehicle while conducting County business. If it is necessary to accept or place a call while driving, employees shall safely pull off the road and/or access nearby legal parking. Employees shall not compose, send or read any electronic message from a cell phone or electronic device while driving a County-owned vehicle or personal vehicle while conducting County business.

This paragraph does not apply to a County law enforcement officer or operator of an emergency vehicle while performing his or her official duties. Also excluded is a driver using an electronic communication device for the sole purpose of reporting an emergency situation and continued communication with emergency personnel during the emergency situation. It is recommended the vehicle operator still attempt to safely pull off the road and/or access nearby legal parking as soon as possible to minimize potential accidents.

C. Violations

1. Violation of this policy will be cause for disciplinary action, up to and including termination.
2. The use of county vehicles for the following purposes is strictly prohibited:

- a. Personal reasons, recreational purposes, including unauthorized commuting.
- b. To pull or push another vehicle, except for County maintenance units and certain Highway department operational equipment.
- c. No alcoholic beverage (whether opened or unopened), narcotic, firearm, or explosive material (except in vehicles as it relates to the enforcement of laws, ordinance, and policy) may be transported in a county-owned vehicle.
- d. County vehicles shall not be parked in front of or in a parking area associated with taverns or liquor stores, unless employee is on official business. (Restaurants serving liquor are not included in this prohibition.)
- e. Any employee, who operates a County vehicle while under the influence of alcoholic beverages and/or drugs, may be subject to immediate dismissal. It is the responsibility of the employee to notify his or her supervisor of any prescription or over-the-counter medication that would impair his or her driving ability.
- f. Attendance at political programs, social events, and solicitations, except when required by an elected County official as part of their duty.
- g. Permitting unauthorized passengers to ride in a County vehicle.

D. Vehicle Operator Responsibilities

1. The operator of the vehicle is personally charged with operating the vehicle in a safe, lawful, and courteous manner at all times. If the vehicle appears to be unsafe, the employee must report the conditions to his or her supervisor, who will then arrange for repairs. When unattended, the vehicle is to be locked and the engine turned off except for law enforcement units.
2. Seat belts shall be used at all times.
3. Completion of a log, if required by the Department Head, is mandatory.
4. Gasoline and oil must be obtained from County-owned facilities when economically advantageous. "OFF SITE FUELING" is allowed with Department Head approval, using provided credit card(s), and/or personal payment (to be reimbursed upon submission of proper receipts). Card(s) are for "fuel purchases only" made on trips for County business with County-owned vehicles. All receipts must show VEHICLE NUMBER, VEHICLE MILEAGE, DATE OF PURCHASE, and LEGIBLE EMPLOYEE NAME AND SIGNATURE. All receipts must be turned into the Department Head as soon after the transaction(s) as possible. Records will be available upon request.
5. The vehicle shall be kept as neat and clean inside and out, as weather, road and work conditions will permit.
6. A supervisor shall be alerted to the maintenance and minor repair needs of the car. It is the responsibility of the head of the department to which it is assigned to arrange for vehicle maintenance and repairs.
7. A written report shall be submitted within 24 hours to the Department Head or supervisor when the vehicle or any of its equipment is lost, stolen, or damaged.
8. A police report must be filed if a County vehicle is involved in any accident that causes damage or injury. The applicable police jurisdiction shall be called, regardless of fault. The Department Head must notify Risk Management and forward/provide all report information including the driver statement or narrative.
9. It is the responsibility of the employee to report and pay for all traffic or parking tickets issued while operating a County vehicle.
10. The Department Head or his/her designee to which the vehicle is assigned is responsible for:
 - a. Insuring that all normal maintenance is performed in a timely manner. This includes required lubrication and oil changes at assigned mileage time intervals.
 - b. Having all required warranty and/or "call back" work accomplished at a bona fide dealership.

E. Vehicle Designation and Preparation

1. Vehicle Markings: Each Department Head determines their vehicle/equipment markings and color. All County vehicles, with the exception of certain unmarked vehicles, (police, investigators, and probation) will display a permanently affixed Madison County Department Seal and/or Logo.

- a. County vehicles will be assigned "M" exempt plates and Sheriff plates (e.g.EX12345) to identify them as government-owned, tax exempt vehicles, except for those unmarked vehicles as determined by the Department Head or elected official.
- b. License plates will be installed on the front and rear of all County vehicles at the locations provided by the vehicle manufacturer.

F. Assigned (Commute) Vehicles

1. For any County employee the assignment of an assigned vehicle will be made based on the operational need and an economic analysis of the benefit to Madison County.
2. Each Department Head shall be responsible for preparing and submitting the operational and economic justification for commuting vehicle assignments in an annual report to the County Board, which shall be filed with the Treasurer and the Auditor.
3. The economic analysis should include, but not be limited to, an evaluation of vehicle capital and operating costs. The salary and operating efficiencies of the vehicle assignment, including the cost of lost time traveling to a central facility to pick up/drop off a County vehicle, and the costs of reimbursing employees for the use of private vehicles in lieu of the vehicle assignment, if applicable.
4. Vehicle assignment can be recommended if the cost benefit analysis done by the Department Head, can justify unequivocally that such assignment is in the County's best interests.
5. Vehicle assignment can be made if the added equivalent annual cost of the assignment to Madison County is less than the equivalent annual cost of not assigning the commuting vehicle.
6. The following criteria must be met in order to be eligible for commuting authorization:
 - a. Official business miles must be greater than 5,000 miles annually.
 - b. Commute miles must typically be less than official business miles annually and the employees must be:
 - i. First response, direct service providers.
 - ii. Routinely assigned to duty roster for non-working hour call back.
 - iii. Frequently and routinely respond to call outs.

G. Department Requests:

1. The primary consideration for all departmental requests for commuting vehicle assignments shall be whether the user is subject to frequent emergency callbacks outside of the normal hours of his/her shift. The County Board, in conjunction with the Department Head or elected official, may review emergency call back records for all assigned 24-hour vehicles in a department at any time.
2. Secondary consideration will include the following factors:
 - a. Whether the user travels from his/her residence to a variable work site because it is impractical for the user to report to a regular duty station to obtain a County vehicle first;
 - b. Whether the assignment can reduce the County's risk of liability for personal injury or damage to County assets; or
 - c. If the use of a personal vehicle would not be practical due to the requirement of emergency sirens, lights, or special tools and other such equipment.
 - d. If a Commuting Vehicle is a requirement of state statute, then a copy of that portion of the statute should accompany the Commuting Vehicle record.

H. Department Responsibilities:

County vehicles can be assigned to employees or certain job positions.

1. Employees with County vehicle assignments and/or their supervisors are required to inform their Department Head ~~or Elected Official~~ of any change in duty assignment that could affect their authorization to have a commuting vehicle assignment.
2. If an employee with a County vehicle assignment is promoted, reassigned, or leaves the County, the Department Head is responsible for re-assignment of the vehicle.
3. Department Heads must check the validity of driver's licenses yearly for employees who are authorized to drive County-owned vehicles.

I. Commuting and IRS Reporting

1. Commuting and Overnight Parking- Commuting is defined as an employee taking a vehicle directly to and from the employee's home and designated job site. When the vehicle is not in use for County business, it will remain in a reasonably secure location, pursuant to IRS Title 26, Section 1.274-6T (a) (2) (B).
2. The vehicle will not be used for personal use pursuant to the Code of Federal Regulations (Internal Revenue Service Section (IRS)), Title 26CFR1.274-6T(a)(3). An employee may not use the vehicle for personal purposes, other than commuting, except for certain personal use (such as a stop for lunch between two business activities).
3. Authorization to commute in a County vehicle is approved for individual employees following review by the appropriate Department Head. Commuting authorization shall be granted to individuals with the greatest utilization for official business during non-duty hours. Any change in major job duties, location, organizational structure, employee or employee residence requires review for authorization of continued commute status.
4. Pursuant to IRS Title 26, Section 1.274-6T (3) (F), Madison County must account for the employee's vehicle commuting use by including in the employee's gross income the commuting value. The rate for reporting purposes is \$1.50 for each way to and from work; or \$3.00 for a round trip. (One-way applies to employees who drive their County vehicles either to or from work and use other means of transportation for the opposite direction.) Qualified personnel using vehicles as defined in IRS Title 26, Section 1.274-5T, are exempt from reporting. Department Heads will specifically identify these vehicles.
5. County Department Heads must submit a list of drivers with permanent vehicle assignments to the Treasurer and Auditor by the end of the calendar year.

VIII. Safety Standards

It is the policy of the Madison County Board to comply with all applicable federal, state, and local health and safety regulations and to provide a work environment free from recognized hazards. Employees are expected to comply with all safety and health requirements whether established by County department heads, supervisors, or by federal, state or local law.

Part 1 – General Provisions

Section 1-1: Introduction

This code has been prepared so that all Madison County employees are provided with a minimum set of safety standards which will assist in the elimination of accidents and injuries.

Most of the standards outlined herein have been developed as a result of analyzing the cause and effects of previous accidents and injuries to employees.

Each employee is asked to read this code carefully so that he/she is familiar with the County safety requirements. He/she should then sign the last page and remove it from the book for submittal to the department head. This document shall be made a permanent part of his/her personnel record.

It must be understood that because each person's actions may affect the well-being of others, these rules shall apply to all employees performing duties that arise out of and in the course of employment.

Section 1-2: Madison County Safety Policy

It is the policy of Madison County to eliminate accidents resulting in personal injury, property damage, and unnecessary human suffering, and to provide and maintain safe and healthful working conditions, and to follow operating practices that will safeguard all employees.

Section 1-3: Responsibilities Defined

Art. 1-3.1 County Board and Elected Officials (hereinafter designated as Management)

- a) All levels of management shall have the primary responsibility for the Madison County Safety Policy.
- b) Management shall develop procedures for notification, evacuation and training of employees for activities related to natural and man-made disasters.
- c) Management shall see that employees are provided with a safe and healthful work place, proper materials, and safe equipment.
- d) Management shall see that all employees receive adequate education/training in their respective positions and shall insist upon safe methods and practices at all times.
- e) Management shall set a good example by compliance with the Madison County Safety Standards.

Art. 1-3.2 Department Heads and Supervisors

- a) It is the basic responsibility of all supervisors to make the safety of human beings a part of their daily concern.
- b) Department heads and supervisors shall be responsible for the three (3) E's of Safety:
 - (1) Education and training
 - (2) Engineering to eliminate hazards
 - (3) Enforcement of the County Safety Standards
- c) Department heads and supervisors shall be responsible for the safety of those under their supervision.
- d) Known hazards shall be corrected immediately.
- e) Department heads and supervisors shall participate in safety activities and meetings as requested by management.
- f) Department heads and supervisors shall set a good example by adhering to the Madison County

Safety Standards.

Art. 1-3.3 Employees

- a) Known hazards shall be reported immediately.
- b) Employees shall participate in safety training programs as requested by the supervisor.
- c) Employees shall cooperate with the supervisor in the promotion of safe work practices and conditions.
- d) Employees shall refrain from any work procedure which might endanger himself or his fellow worker.

Part 2 - Safety Standards

Section 2-1: General Requirements

The following activity/work area standards shall apply to all employees regardless of work site or organizational position.

Art. 2-1.1 Lifting and Reaching

- a) Any lifting shall be done using the following guidelines:
 - (1) Separate legs for balance and stand with legs at comfortable width, no wider than shoulder width.
 - (2) Keep the back straight
 - (3) Tuck the chin in
 - (4) Grasp the object firmly with both hands
 - (5) Keep arms and elbows close to the body
 - (6) Bend at knees, not at the waist
 - (7) Keep body weight over feet
 - (8) Use the leg muscles, not the back for lifting
- b) Use a firm, two-handed grasp on heavy objects to be carried.
- c) Ask for assistance with lifting whenever necessary.
- d) Use a dolly or mechanical lifting device whenever possible.
- e) Sudden twisting movements shall be avoided.
- f) A stepladder shall be used to reach high places; never use a chair or makeshift platform.

Art. 2-1.2 Stairs and Walkways

- a) Floors, aisles, stairs, and walkways shall be kept free of tripping hazards such as tools, chairs, paper clips, nails, or other objects which might cause slips and falls.
- b) Wet floors shall be signed as such and employees shall refrain from entering such areas whenever possible.
- c) Use a handrail when ascending or descending stairs.
- d) Stairs shall be well lighted and kept free of rubbish and other tripping hazards.
- e) Spilled substances, materials, or liquids shall be cleaned from floors and stairways immediately.
- f) Miscellaneous equipment shall be kept out of passageways, aisles and walkways.
- g) When walking on packed snow or ice, shuffle feet. Do not lift them.
- h) Exits shall be kept clear at all times. Fire doors shall not be blocked or made inoperative at any time.
- i) Open doors cautiously, someone else may be approaching from the other side.
- j) Keep to the right in hallways and while turning corners.

Art. 2-1.3 Electrical

- a) Electrical cords shall be properly sized and placed so as not to present a tripping hazard.
- b) Electrical cords with faulty insulation or connections shall not be used.
- c) All electrical equipment shall be properly grounded.
- d) Use power strips instead of extension cords.
- e) Unplug electrical equipment before disassembling.

- f) Electric fans and equipment with rotating parts shall be equipped with appropriate guards.
- g) Personal electric equipment/appliances shall be inspected by the supervisor prior to use.

Art. 2-1.4 Housekeeping

- a) Good housekeeping practices shall be followed at all times.
- b) No burning of candles in any work area.
- c) Broken glass shall be swept up. It should never be picked up with bare hands.
- d) When discarding broken glass, wrap in heavy paper and mark as such. Place beside trash container.
- e) L.P. Gas and other pressurized containers shall be capped and chained to prevent tipping.
- f) Work and storage areas should be kept clean and orderly, following good housekeeping practices.
- g) Pressurized containers shall be disposed of properly, following the instructions given on the container.

When working with cleaning agents and/or solutions, rubber gloves shall be worn.

Two cleaning agents or solvents shall never be mixed.

Material Safety Data Sheets shall be kept up-to-date and accessible by affected employees.

Art. 2-1.5 Furniture and Equipment

- a) Use something other than the fingers to remove objects from pinch points.
- b) File cabinets shall be filled from the bottom first, so as to prevent them from becoming top heavy.
- c) File drawers shall be opened one at a time.
- d) File drawers shall remain completely closed when not in use.
- e) Pins or needles shall not be used to fasten papers.
- f) Glass top desks shall be free of cracks and sharp edges.
- g) Sitting on the front edge of any swivel-base chair shall be avoided.
- h) Hands and fingers shall be kept away from doorjamb and other pinch points.
- i) Jagged edges on equipment, furnishings, and tools shall be ground or filed smooth.
- j) Instruments, furniture, equipment, and tools shall be kept in good repair; report defects immediately.
- k) The tops of file cabinets shall be kept clear to avoid falling objects.
- l) Top-heavy furniture shall be secured to the wall whenever possible.

Art. 2-1.6 Employee Behavior

- a) Employees shall be courteous and polite at all times.
- b) During working hours, employees shall not be permitted to consume alcoholic beverages, nor shall they be permitted on the worksite while under the influence of alcohol or other controlled substances.
- c) Horseplay is prohibited.

Art. 2-1.7 First Aid

- a) All employee-occupied buildings and worksites shall have first-aid kits readily available to employees.
- b) First aid kits shall be minimally equipped with gauze, merthiolate, band-aids, and 4'x 4's.
- c) Employees shall take part in first-aid training classes as such classes are made available.
- d) Employees shall administer first-aid to the injured as the need arises.

Section 2-2: Emergency Procedures

The following practices and standards shall apply to all county offices, buildings, and employees.

Art. 2-2.1 Employee Training

- a) Employees shall participate in an annual evacuation of county property. Department evacuation plans shall include an accountability system and the appropriate follow-up.
- b) Employees shall be made aware of the policy and procedures for responding to natural and man-

made disasters.

Art. 2-2.2 Fire Emergencies

- a) Whenever a fire of any size is discovered, employees shall take the following action:
 - (1) Call the fire department immediately
 - (2) Alert any person(s) nearby
 - (3) If trained, use the proper firefighting equipment
 - (4) Move to evacuate as quickly as possible
 - (5) Walk, do not run or panic

Art. 2-2.3 Fire Extinguishers

- a) As a minimum, all county buildings shall be adequately equipped with fire extinguishers.
- b) Fire extinguishers shall be visually inspected and initialed every 30 days to insure that:
 - (1) They are in their designated places
 - (2) They are operational
 - (3) They are clearly labeled as to type (A, B, or C)
- c) Fire extinguishers are to be serviced annually as indicated by the service agency tag.
- d) If a fire extinguisher has been used or damaged, it should be reported and replaced immediately.
- e) Employees shall be instructed in the proper use of fire extinguishers, including hands-on training.

Art. 2-2.4 Smoking

- a) Cigarette and cigar remnants, ashes or other tobacco wastes and matches should be deposited in appropriate receptacles. Effective January 1, 2014, the Litter Control Act, (IL House Bill 3243/Public Act 98-0483) added cigarette butts to a list of items categorized as "litter". Violators could be charged with a Class B misdemeanor with a fine up to \$1,500.
- b) Matches or cigarette butts shall not be thrown onto the ground.
- c) Outside ashtrays shall be checked for any signs of smoldering substances before emptying trash into containers.
- d) "NO SMOKING" signs shall be posted in areas where combustible or flammable materials are stored or distributed.

Art. 2-2.5 Flammables and Combustibles

- a) Paper products shall be stored away from water heaters and other sources of heat.
- b) All flammable liquids shall be stored in U.L. approved containers and cabinets.
- c) Gasoline shall never be used to start a fire.
- d) Gasoline shall never be used as a cleaning solvent. Use a commercial cleaner or solvent to clean parts or equipment.
- e) Gasoline shall not be stored or transported in anything other than approved and labeled gasoline containers.
- f) Sufficient space shall be left at the top of tanks and/or containers of gasoline to allow for expansion.
- g) Oily rags and towels shall be placed in a metal container with a lid.

Art. 2-2.6 Exits

- a) Exits shall be clearly marked.
- b) As developed, evacuation routes shall be made known to employees.
- c) Exits shall be kept clear at all times. Fire doors shall not be blocked or made inoperative.

Section 2-3: Vehicles and Mobile Equipment

All County vehicles and mobile equipment shall be operated and/or maintained in accordance with the requirements stated herein. Cross-reference with Vehicle Policy on page 59.

Art. 2-3.1 Drivers and Operators

- a) Employees must have at least 2 years of licensed driving experience prior to operating county vehicles or equipment.
- b) Cell Phone/Electronic Device Policy while driving: For safety purposes, employees shall not use cell phones, hands-free or otherwise, while driving a County-owned vehicle or personal vehicle while conducting County business. If it is necessary to accept or place a call while driving, employees shall safely pull off the road and/or access nearby legal parking. Employees shall not compose, send or read any electronic message from a cell phone or electronic device while driving a County-owned vehicle or personal vehicle while conducting County business.

This paragraph does not apply to a County law enforcement officer or operator of an emergency vehicle while performing his or her official duties. Also excluded is a driver using an electronic communication device for the sole purpose of reporting an emergency situation and continued communication with emergency personnel during the emergency situation. It is recommended the vehicle operator still attempt to safely pull off the road and/or access nearby legal parking as soon as possible to minimize potential accidents.

- c) Operators of County vehicles shall have a valid driver's license.
- d) Employees operating County vehicles shall obey all state and local traffic laws.
- e) Operators and occupants of County vehicles shall wear safety belts while driving or riding in a County vehicle or while driving or riding in a personal vehicle on County business.
- f) The driver/operator shall report any defect or malfunction of vehicles or equipment.
- g) Drivers shall be alert at all times to traffic conditions and shall practice defensive driving principles.
- h) Drivers shall never exceed the posted speed limit. (excludes law enforcement, fire, and medical division emergencies.)
- i) The operator shall see that any objects or materials being transported on the bed of a truck are securely fastened.
- j) Employee drivers shall refrain from "tailgating".
- k) The number of employees permitted to ride in a car or truck cab shall not exceed the seat space.
- l) Employee drivers shall slow down when approaching a child, pedestrian or bicyclist on the roadway.
- m) Employees shall not operate motorcycles in the course of their employment.
- n) When traveling at a slow rate of speed, employee drivers shall periodically pull off the road and allow traffic to pass.
- o) Trucks shall not be operated with the bed in a raised position unless it is necessary for an unloading situation.
- p) Prior to mowing, employees shall police the area for rocks, bottles or washouts.
- q) Truck beds shall be cleaned of spilled oil and paint to prevent slips and falls.
- r) Whenever an employee comes upon the scene of an accident, he shall do all in his power to protect the involved vehicle(s) or person(s). This includes the use of flares or other protective devices.
- s) Drivers shall always signal a turning movement, a lane change, or when entering or leaving a parking place.
- t) Never attempt to start a tractor unless seated in the operator's seat.

Art. 2-3.2 Passengers

- a) Riding on the outside of vehicles or equipment is prohibited, unless the equipment is designed to accommodate a rider.
- b) Employees shall not mount or dismount moving vehicles or equipment.
- c) Riding in an endloader bucket is strictly forbidden.
- d) Employees shall never be transported on the open bed of a truck for long distances. For short distances, all passengers shall be seated on the floor of the open truck bed.

Art. 2-3.3 Safety Devices

- a) Revolving warning lights must be used for the following operations:
 - (1) When plowing snow or spreading salt
 - (2) When traveling with over width attachment(s) or load(s)
 - (3) During slow moving operations
 - (4) While towing equipment

- b) A red flag shall be used to mark the end of any loaded material extending beyond 4 feet to the rear and 3 feet to the front.
- c) All vehicles shall be properly maintained. This includes, but is not limited to tires, brakes, wipers, mirrors, and lights.
- d) Extra attention shall be given to the proper maintenance of truck tailgate chains. They shall be securely fastened and operable at all times.
- e) Employees shall never use the fingers to remove objects from tailgates or other pinch points.
- f) Cribbing or solid blocks shall be used to prevent raised or suspended equipment from falling. Hydraulically controlled devices are no exception.
- g) Special attention shall be given to maintain clean windshields and light lenses, especially during the snow and rain seasons.
- h) When towing equipment, the driver shall make certain the two (2) safety chains are attached, in addition to the hooking device.
- i) When changing tires on vehicles and equipment, employees shall set the emergency brake and use chocks to prevent rolling.
- j) When reduced visibility exists during daylight operations, employees shall use low-beam headlights to insure being seen by other motorists.
- k) To minimize skidding on wet or icy pavement, brakes shall be applied in accordance with manufacturer's instructions.
- l) Employees shall not remove the radiator cap from an overheated vehicle.
- m) Foremen or crew supervisors shall keep fully stocked, first-aid kits in their vehicles.
- n) A "SMV" emblem and a flashing amber lamp must be properly displayed on any slow moving vehicle.

Art. 2-3.4 Braking, Stopping, and Parking

- a) To minimize skidding on wet or icy pavement, brakes shall be applied in accordance with manufacturers' instructions.
- b) Drivers and operators shall take all precautions necessary to insure that no one can enter, operate, or cause any movement to parked vehicles or equipment.
- c) Anytime a vehicle is parked, the driver shall engage the parking brakes, turn the wheels into the curb, remove the key, and lock the vehicle.
- d) When equipment is to be left unattended, blades, buckets, booms, beds, plows, sickles and other devices shall be released to the lowest possible position and the key shall be removed.
- e) When stopping along the shoulder, drivers shall engage the emergency flashers.
- f) Prior to backing a vehicle, the operator shall check the clearance on all four (4) sides of his vehicle.
- g) Gasoline or diesel equipment shall not be operated in a closed area without adequate ventilation.
- h) While refueling vehicles and equipment, employees shall turn off the engine and refrain from smoking.
- i) When county equipment becomes disabled on the roadway, employees shall make every effort to protect such equipment by placing flares and reflectors at the scene.
- j) When stopping a county vehicle at locations where traffic does not normally stop, the driver shall slow down gradually and signal those to the rear by flashing his brake lights.

Section 2-4: Garage, Shop and Building Maintenance

The standards contained in this section shall apply to all employees involved in garage, shop, or building maintenance activities.

Art. 2-4.1 Lifting and Reaching

- a) Any lifting shall be done using the following guideline:
 - (1) Separate and place one foot in front of the other for balance
 - (2) Keep the back straight
 - (3) Tuck the chin in
 - (4) Grasp the object firmly with both hands
 - (5) Keep arms and elbows close to the body
 - (6) Bend at knees, not at the waist
 - (7) Keep body weight over feet

- (8) Use the leg muscles, not the back for lifting
- b) Use a firm, two-handed grasp on heavy objects to be carried.
- c) Ask for assistance with lifting whenever necessary.
- d) Use a dolly or mechanical device whenever possible.
- e) Sudden twisting movements shall be avoided. Employees shall turn the entire body as one unit.
- f) A stepladder shall be used to reach high places; never use a chair or makeshift platform.
- g) Overhead garage doors shall be properly maintained so that opening and closing is easily accomplished.

Art. 2-4.2 Guards and Protective Devices

- a) Equipment shall not be operated until all protective guards are in place.
- b) Guards are part of a machine and shall be replaced immediately after any repair work is completed.
- c) Goggles shall be worn whenever there is a possibility of flying particles, such as grinding, chipping, sawing, and chiseling.
- d) Tennis shoes or sandals are not to be worn on the job by maintenance personnel; departmental approved work shoes shall be worn.
- e) Gloves shall be worn when working with sharp or pointed objects.
- f) Use something other than the fingers to remove objects from pinch points.
- g) Hands and fingers should be kept away from doorjamb and other pinch points.
- h) Never pick up broken glass - sweep it up, wrap in heavy paper, and mark as such. Place beside trash container.

Art. 2-4.3 Tools and Equipment

- a) Employees shall be properly trained in the use of welders, drills, and other power tools.
- b) Taped handles on axes, hammers and sledges shall not be permitted.
- c) Any tools with battered, mushroomed, or cracked striking surfaces, shall not be used.
- d) Select the proper tool for the job at hand.
- e) All jagged edges on tools and equipment shall be ground or filed smooth.
- f) Electrical equipment shall be unplugged before disassembly.
- g) Faulty, damaged, or broken tools shall be repaired or replaced.
- h) Gasoline or diesel equipment shall not be operated in a closed area without adequate ventilation.
- i) Always turn off mowers and remove spark plug wire before attempting to adjust mowing height or to work on the engine.
- j) Saws, drills, and other power tools shall not be left running while unattended.
- k) When using wedges, chisels, and star drills, they shall be free of cracks and the striking surface shall not be mushroomed.
- l) Shovels and brooms shall never be used in place of a lever or pry bar.
- m) All electrical equipment shall be grounded or double insulated.
- n) Hydraulic hoses shall be examined frequently for cracks and other signs of wear.
- o) Electrically or pneumatically powered tools and equipment shall be unplugged or disconnected before changing attachments or repairing. If directly wired, the breaker box shall be locked and tagged.
- p) All guards shall be in place when using a power saw.
- q) Saw blades shall be kept sharp and in good repair.

Art. 2-4.4 Building and Worksites

- a) Stairs and walkways shall be kept free of snow and ice whenever possible.
- b) Stairs and walkways will be maintained properly so as not to create tripping hazards.
- c) Tools and equipment shall not be left lying where employees are likely to trip or fall over them.
- d) Every work area shall be protected by barricades and the appropriate signs to discourage the entry of bystanders.
- e) Tools and equipment shall be kept out of passageways, aisles and walkways.
- f) Tools and equipment shall be kept to the side, away from work area, so as to keep the area orderly.

Art.2-4.5 Housekeeping

- a) Gasoline shall never be used to start fires or clean equipment. Commercially available solvents and cleaners shall be used.
- b) Used, oily rags shall be placed in a metal container with a lid.
- c) Spilled oil or water shall be wiped up immediately.
- d) Chemical cleaning products shall never be mixed.
- e) Rubber gloves shall be worn when working with harsh chemical cleaners or solvents.
- f) Solvents and cleaning agents shall be used according to the manufacturer's instructions.

Art. 2-4.6 Grinding

- a) When operating a grinder, the following precautions shall be observed
 - (1) The grinding wheels shall be tight on the shaft
 - (2) The wheel shall be checked for cracks, chips, uneven wear or other defects. If a defect exists, the wheel shall be replaced immediately
 - (3) Use a grinding wheel designed for the size and speed of the grinder
 - (4) Tool rests shall be no more than 1/8" from the grinding wheel
 - (5) All guards shall be in place
 - (6) The side of a grinding wheel shall not be used for grinding

Art. 2-4.7 Welding and Cutting

- a) Any tank previously containing gasoline or flammable liquids shall be thoroughly steam cleaned prior to any welding or cutting.
- b) Cutting and welding shall be done in adequately ventilated areas.
- c) Employees shall not look into the light of a welder or cutting torch without the proper eye protection.
- d) Heating and cutting torches shall never be left lit while unattended.
- e) Whenever possible, a noncombustible, flameproof screen shall be used to shield employees from welding operations.

Art.2-4.8 Ladders and Platforms

- a) An aluminum ladder shall never be used when working on or near electrical wiring or equipment.
- b) Ladders with loose rungs, steps, or screws shall be removed from service immediately and repaired.
- c) Splinters on uprights, rungs or steps shall be filed smooth immediately.
- d) All portable ladders shall be equipped with nonslip bases to prevent slipping.
- e) Employees shall face the ladder while climbing up or down
- f) Employees shall not climb a ladder while carrying tools or equipment. A bucket or rope shall be used to raise and lower tools.
- g) Chairs or makeshift platforms shall not be used to reach high places. A ladder shall be used at all times.
- h) Tools shall not be left on ladders and platforms where they can injure someone below.

Section 2-5: Field Activities

Any employee engaged in field activities shall be subject to the following requirements.

Art. 2-5.1 Lifting and Reaching

- a) Any lifting shall be done using the following guideline:
 - (1) Separate and place one foot in front of the other for balance
 - (2) Keep the back straight
 - (3) Tuck the chin in
 - (4) Grasp the object firmly with both hands
 - (5) Keep arms and elbows close to the body
 - (6) Bend at knees, not at the waist

- (7) Keep body weight over feet
- (8) Use the leg muscles, not the back for lifting
- b) Use a firm, two-handed grasp on heavy objects to be carried
- c) Ask for assistance with lifting whenever necessary.
- d) Use a dolly or mechanical device whenever possible.
- e) Sudden twisting movements shall be avoided. Employees shall turn the entire body as one unit.
- f) A stepladder shall be used to reach high places; never use a chair or makeshift platform.

Art. 2-5.2 Tools and Equipment

- a) Tools shall be used for their intended purposes.
- b) All jagged edges on tools and equipment shall be ground or filed smooth.
- c) Handles on shovels, hammers, and similar type equipment shall not be splintered, cracked or loose.
- d) Select the proper tool for the job at hand.
- e) Employees shall be properly trained in the use and operation of chain saws, weed-eaters, and other power tools.
- f) Never use gasoline to start fires or clean equipment. Use a commercial cleaner or solvent to clean tools and equipment.
- g) When working outdoors with gardening tools employees shall remain at least 20 (twenty) feet apart so as not to injure a fellow employee.
- h) Hydraulic hoses shall be examined frequently for cracks and other signs of wear.
- i) Employees shall not remove the radiator cap from an overheated tractor.
- j) Always turn off mowers and remove the spark plug wire before attempting to adjust mowing height or to work on mower.

Art. 2-5.3 Signing and Barricades

- a) Any work site on or near the pavement shall be protected by adequate warning signs.
- b) Any road signs which are temporarily removed because of construction or maintenance operations shall be replaced by the appropriate signs placed on temporary stands.
- c) Temporary signs and tripods shall be stabilized by the use of sandbags or stakes to hold the tripods in place. Never use concrete blocks, steel, or similar items which, when struck by a vehicle, could fly through the air.
- d) Vehicles or heavy equipment shall not be used in lieu of barricades.
- e) Maintenance or construction requiring lane diversion or stoppage of traffic shall be conducted with the protection of a flagman.
- f) All signs indicating a flagman on duty must be removed or covered when flagging operations cease.

Art. 2-5.4 Protective Measures and Devices

- a) Tennis shoes or sandals are not to be worn on the job; departmental approved work shoes should be worn.
- b) Gloves shall be worn when working with sharp or pointed objects.
- c) Goggles shall be worn whenever there is a possibility of flying particles, such as grinding, chipping, and sawing.
- d) An aluminum ladder shall never be used when working on or near electrical wiring or equipment.
- e) Employees shall never use the fingers to remove objects from pinch points.
- f) Employees shall wear adequate clothing at all times. This includes a shirt in the summer to protect against sunburn, and a jacket and gloves in the winter to protect against the elements.
- g) All field personnel shall familiarize themselves with the appearance of poison ivy, oak, and sumac. The presence of such weeds will be reported and every effort made to avoid them.
- h) When an employee comes in contact with toxic weeds, he shall wash the affected area with soap and water.
- i) Employees working on or near the pavement shall be required to wear a high visibility vest, jacket, or shirt.
- j) Employees shall never be transported on the open bed of a truck for long distances. For short

distances, all passengers shall be seated on the floor of the open truck bed.

- k) Revolving warning lights shall be used during the following operations:
 - (1) While temporarily stopped on or near the roadway
 - (2) While spreading salt or plowing snow
 - (3) During slow moving operations

Art. 2-5.5 Mowing

- a) Operators of tractor-mowers which are equipped with overhead roll bars shall use seat belts during mowing operations.
- b) Never attempt to start a tractor unless seated in the operator's seat.
- c) Prior to each use, tractor-mower units shall be inspected and examined for proper guards, shields, blades, bolts and nuts. Hazards shall be repaired or replaced prior to use.
- d) Prior to mowing, operators will police the area for rocks, bottles and other objects.
- e) During mowing operations, a tractor-mower unit shall be driven or operated with the sickle bar on the upper part of the slope.
- f) Operators of mower units shall raise the mower when crossing roads and driveways to prevent throwing debris.
- g) Before removing brush or twigs from a sickle bar or mower unit, turn off the motor. Use a stick to remove foreign material from the movable parts.

Art. 2-5.6 Asphalt Operations

- a) When working with hot asphalt, employees shall wear long sleeved shirts and heavy gloves.
- b) Gauges and safety valves on asphalt heating units shall be operable at all times.
- c) Asphalt material shall not be heated beyond the recommended maximum temperature. The supervisor shall inform his employee(s) of the maximum temperature for a given operation/material.

Art. 2-5.7 Tree Trimming

- a) Chain saws and other power tools shall be properly maintained.
- b) Employees shall be instructed in the use and care of chain saws.
- c) Employees shall be constantly alert for power lines.
- d) When trimming trees, employees shall tie off large limbs and lower them one at a time.

Art. 2-5.8 Flagging

- a) The Supervisor shall select flagmen who possess the following qualifications:
 - (1) Intelligence and alertness
 - (2) Good sight, hearing, and physical condition
 - (3) Courteous manner
 - (4) Neat appearance
 - (5) Sense of responsibility for safety of public and crew
- b) Flagmen shall be properly trained as to responsibility, traffic control and emergency situations.
- c) It shall be the duty of the flagman to warn the workmen of danger by any oncoming vehicle which fails to stop.
- d) A flagman shall exercise courtesy to the traveling public and shall refrain from arguments or abusive language.
- e) Flagmen shall give their undivided attention to vehicular traffic on the roadway.
- f) Flagmen shall wear a high-visibility vest. For nighttime operations, reflective tape shall be applied to the vest.
- g) Flagmen shall be equipped with the standard "STOP/SLOW" paddle, which shall be kept in good condition and legible.
- h) A flagman shall not assist the work crew or watch the operation.
- i) A flagman shall not turn his back on traffic.

Section 2-6: Correctional and Health Care Facilities

Employees engaged in the activities of health care facilities shall be governed by the procedures and work habits stated below.

Art. 2-6.1 Medication

- a) Medication cabinets shall be kept locked when unattended.
- b) Records of dispersed medication shall be kept.
- c) Incidents of medication error or allergic reaction shall be reported and documented.
- d) Medication containers shall be clearly labeled for easy identification.

Art. 2-6.2 Equipment

- a) Gait belts shall be used to lift or transfer residents.
- b) Handrails and grab rails shall be examined frequently and replaced or repaired as necessary.
- c) Residents and employees shall be encouraged to use the handrails when ascending or descending stairs.
- d) Wheelchairs shall be checked prior to use and defects reported immediately.
- e) Bed rails shall be checked frequently and replaced as necessary.
- f) Any electrical items belonging to residents shall be carefully examined before being used in resident rooms.
- g) Wheelchairs shall be stored in an area away from resident traffic.
- h) Guests shall be provided with chairs to discourage seating in wheelchairs and on beds.

Art. 2-6.3 Furnishings

- a) Bedside tables shall be placed close enough to resident(s) to prevent overreaching.
- b) Cabinet drawers and doors shall be kept closed when not in use.
- c) Tub and shower surfaces shall be of slip-proof materials.
- d) Approved ashtrays shall be provided in all specified smoking areas.

Art. 2-6.4 X-Ray and Radiation

- a) Instruction in radiation hazards and precautions shall be provided to all personnel associated with X-Ray Units.
- b) Any defects in X-Ray equipment shall be reported immediately.
- c) Only trained personnel shall be allowed to handle radioactive materials.
- d) Radiation equipment and procedures are to be evaluated in accordance with the Illinois Radiation Protection Act.
- e) A written record of radiological calibration shall be kept.
- f) X-Ray machines shall be checked periodically.
- g) X-Ray switches shall be located so that they cannot be accidentally energized.
- h) Personnel monitoring shall be reported on a quarterly basis with radiation exposure being under 312 millirems per calendar quarter.
- i) Lead shields shall be used to protect the abdominal area of all females being X-Rayed.

Part 3 - REPORTING PROCEDURE

Section 3-1: General Requirements

The following procedures have been established to expedite the processing of Worker's Compensation claims and benefits, and to ensure that all other losses are accurately recorded.

Art. 3-1.1 Injuries and Illnesses

- a) All accidents or injuries shall be reported immediately to the department to which the employee is assigned.
- b) The employee involved shall complete a "Madison County Employee's Accident Report Form"

- within one working day of the accident.
- c) Supervisors shall complete the "Supervisor's Statement" on their subordinates report form and forward this document to the Safety and Risk Management Department as soon as possible.
 - d) Supervisors shall submit information necessary for completion of the Industrial Commission Form 45 to the Safety and Risk Management Department. This data may be forwarded either verbally or in written form.
 - e) All information shall be complete and accurate.
 - f) Serious or fatal injury resulting in the course of employment shall be reported immediately by phone to the Safety and Risk Management Department.

Art. 3-1.2 Property Damage and Miscellaneous Claims

- a) Any accident or incident involving Madison County equipment or property, injury to a citizen on County property, etc., shall be reported to the Safety and Risk Management Department, regardless of severity or blame.
- b) The operator of a County vehicle or mobile equipment having been involved in an accident shall immediately notify the nearest local police department.

Art. 3-1.3 Additional Considerations

- a) In addition to the required forms, supplemental information relative to determining compensability or payment of a claim should be documented and forwarded to the Safety and Risk Management Department.
- b) Statements shall not be made by a County employee, either in writing or by word of mouth, regarding the accident in which employees or property are involved, unless so instructed by the Board Chairman Pro-Tem or his duly authorized representative.

Section 3-2: Penalties

Penalties shall be imposed when management feels that the employee is deliberately disobeying the rules and/or when he continues to endanger his own life or the lives of others.

Art. 3-2.1 Minimum Penalty

Should any employee receive more than three written warnings within a 12 month period, for any violation, disciplinary suspension without pay may be recommended.

Art. 3-2.2 Repeated Violations

Should an employee previously suspended for a safety violation commit an additional violation, recommendation for suspension without pay for 30 days may be imposed or the employee may be discharged, except where statutes or other legal agreements apply.

Art. 3-2.3 Report Distribution

Copies of all written warnings shall be maintained by the department head with a copy to the Board Chairman Pro-Tem, the Personnel Committee, and the Safety and Risk Management Department.

Art. 3-2.4 Personnel Notification

Personnel violating a safety code rule shall be notified in writing by the supervisor on the "Madison County - Notice of Safety Code Violation".

Section 3-3: Forms

All forms described herein may be acquired through the Safety and Risk Management Department.

IX. Travel Regulations

Applicability and Policy.

- A. These travel regulations apply to all County officials and employees of the County.
- B. The purpose of these regulations is to insure that County officials and employees who travel on official business will be treated fairly and be reimbursed at rates which are reasonable; which are consistent with actual, necessary costs; and which will insure the promotion of economy in County government. The purpose is not to create any additional source of income beyond the official's or employee's compensation. If an official or employee chooses to take accommodations somewhat more luxurious than necessary, he/she must expect to pay the additional cost personally.

Authority for Travel.

- A. In-County travel.
 - 1. All County officials and employees shall be entitled to reimbursement for authorized in-County travel by privately owned conveyance in the furtherance of their duties at the official Internal Revenue Service published rate for each mile traveled.
 - 2. Authorized in-county travel for County Board members shall be as defined by statute or county ordinance, or shall be as approved by the County Board Chairman Pro-Tem, but shall not include travel necessary to attend Committee or Board meetings listed on the official schedule of meetings maintained by the County Clerk's office.
 - 3. In-County travel for County officials and employees shall be defined by statute or County ordinance, or shall be approved by an appropriate supervisor.
- B. Out-of-County travel.
 - 1. All travel outside the St. Louis metropolitan area shall be approved by the Chairperson of the County Board for all employees in departments under the Board and by the appropriate County official for employees in other departments prior to the beginning of travel. For the purposes of these regulations, the St. Louis metropolitan area are those counties defined by the U.S. Office of Management and Budget as being within the St. Louis Metropolitan Statistical Area (MSA).

Requests for approval for travel outside the St. Louis Metropolitan area shall be submitted by written memorandum. Approval by the County Board Chairman Pro-Tem or appropriate County official shall be indicated on a copy for attachment to the travel voucher. No travel voucher will be approved for reimbursement unless accompanied by an approval request.
 - 2. Trips made outside the county but within the St. Louis Metropolitan Area require advance oral authorization by the Department Head for those departments under the County Board or from the appropriate County Official for employees in other departments .

Allowable Transportation Expenses.

- A. General. Modes of transportation authorized for official travel include automobiles, railroads, airlines, buses, taxicabs and other usual means of conveyance. Transportation may include fares and expenses incidental to transportation such as baggage transfer, official telephone messages in connection with items classed as transportation and reasonable tips.
- B. Taxicabs and limousines. Reimbursement for taxicab fares incurred in the efficient and economical pursuit of the County's business will be allowed. All taxicab fares in excess of \$7.00 must be accompanied by a receipt indicating the amount paid. When transportation by airport limousine is available and convenient, it shall be used in lieu of a taxicab.

- C. Travel at temporary location. Where the nature and location of the County business at a temporary location, such as, but not limited to, a convention, seminar, and the like, is such that suitable meals cannot be procured there, the expenses of daily travel required to procure meals at the nearest available place will be considered necessary transportation. Also, transportation between place of lodging and place of business (meeting, convention, seminar and the like) will be allowed as a transportation expense. The use of a rental car for this purpose must be approved in advance by the County Board Chairman Pro-Tem for all employees in departments under the Board or by the appropriate County official for employees in other departments, prior to the beginning of travel.
- D. Routing of travel. All travel shall be by the most direct route. Travel by other routes may be allowed when the official necessity therefore is satisfactory established. If an individual, for his or her own convenience, travels by an indirect route, he or she shall bear the extra expense. Reimbursement for expenses will be based only on such charges as would have been incurred by the most direct and economical route.
- E. Airplane accommodations. Travel on airplanes shall ordinarily be coach class. Reimbursement for first-class accommodations on commercial air carriers shall be permitted only when:
 - 1. Regularly scheduled flights between authorized origin and destination points provide only first-class accommodations;
 - 2. Space is not available in less than first-class accommodations in time to carry out the purpose of travel;
 - 3. The Chairperson of the County Board or the appropriate County official authorizes or approves the use of first-class accommodations as necessary for the conduct of the mission or other extenuating circumstances. Excursion and economy class accommodations should be used whenever warranted.
- F. Train accommodations. One standard sleeping car roomette is allowable when overnight travel is involved. When adequate coach accommodations are available, such accommodations are to be used to the maximum extent possible, on the basis of advantage to the County, suitability and convenience to the traveler and nature of the business involved. Otherwise, one seat in a sleeping or parlor car will be allowed.
- G. Use of privately-owned conveyance. The use of privately-owned motor vehicles for County business is not permitted for out-of-state travel except when such use is necessary or desirable due to lack of other convenient means of transportation or is otherwise advantageous to the County.
- H. Use of rental vehicles as the principal mode of transportation. The use of a rental vehicle for County business travel is permitted only when it can be demonstrated the total rental and fuel costs are advantageous to the County both in terms of the cost being less than the mileage payment if a private vehicle were used and less than public transportation, if a reasonable alternative exists. The use of a rental vehicle shall be approved by the County Board Chairman Pro-Tem for all employees in departments under the Board, or by the appropriate County official for employees in other departments, prior to the beginning of travel.
- I. Mileage determinations. Distances between points traveled will be shown in official highway mileage guides or on official state maps. Substantial deviations from distances shown in the standard highway mileage guides shall be verified.

Where no guides or maps are available, odometer readings may be used;

- 1. Travel within, and in the near vicinity of a city may be reported as mileage in and around such city;
- 2. When the use of public transportation is a reasonable alternative, the mileage payment shall not exceed the cost of using public transportation. A reasonable alternative exists when the cost of the travel, taking into account both time and costs, would be less if public transportation were

used.

3. Mileage will be payable to only one of two or more individuals traveling in the same vehicle. The names of individuals so traveling shall be stated on the travel voucher.

Other Allowable Expenses.

- A. Per diem expenses. Meal and Incidental Expenses (M&IE) allowances shall be provided in accordance with the published rates by U.S. General Services Administration (GSA). A list of these published rates by locality shall be maintained by the County Auditor.
 1. A per diem allowance is allowed when the travel period is overnight or exceeds 18 hours.
 2. An allowance equal to the M&IE rate for the locality shall be allowed to cover the cost of meals, telegrams, telephone calls, reserving hotel accommodations, laundry, dry cleaning, tips and gratuities. Receipts need not be submitted to support this allowance.
 3. The M&IE rate shall be paid for each travel day except that employees are only eligible for only 75% of the total M&IE rate for the first day and last day of travel.
- B. Meal expense. For travel of less than 18 hours, but more than 12 hours, during the same calendar day when a night's lodging is not required, an allowance of 75% of the total M&IE rate shall be provided.
- C. Lodging.
 1. The employee shall be reimbursed for the actual lodging cost, not to exceed the maximum lodging rate by locality, plus tax, as published by the GSA.
 2. Notwithstanding the above and forgoing, if there is a "convention rate" for lodging at the meeting(s) being attended by persons traveling, then and in that event the "convention rate" shall be allowed, and the amount over the sum of the GSA lodging rate per day for the locality shall be paid. A copy of the meeting brochure must be submitted with the travel voucher at the time of request for reimbursement.
- D. Memorandum of expenses. A memorandum of all travel expenditures chargeable to the County should be kept by individuals subject to these regulations. The information thus accumulated provides a basis for the proper preparation of travel vouchers.

Travel Vouchers.

- A. Frequency of submission. Travel vouchers should be submitted no later than seven days from the end of the month in which travel expense was incurred, and preferably before the end of the month in which travel expense was incurred. Individuals submitting travel vouchers are personally responsible for their accuracy and propriety.
- B. Preparation of travel vouchers. Travel vouchers may be typed or handwritten in ink. All copies must be legible and each page must be signed by traveler.
- C. Receipts. Travel vouchers shall be supported in all instances by receipts for railroad and airplane transportation, lodging, and all other individual items in excess of \$5, except for meals and incidental items covered by the per diem expense allowance.

X. Rights of Employees

A. Personnel File

Employees are allowed to look at their own personnel file during normal business hours without loss of pay. A Union representative may accompany the employee if he or she so desires. Persons wishing to view their own file shall file a written request with ~~Human Resources the Elected Official/Department Head or designated representative~~. A reasonable number of copies of documents in the file will be furnished at no cost. A copy of said request shall be placed in the employee's personnel file. Nothing should be placed in the employee's personnel file nor shall anything be removed from the file without the consent of ~~Human Resources the Elected Official/Department Head~~, nor without the employee's knowledge.

B. Employment References

Employees or former employees have the right to obtain references. Such references shall provide the applicable date of hire, the last date employed, and a general description of applicable job duties.

Only authorized employees shall give out the above described information concerning a present or past employee. Persons who have questions about references should be referred to the Personnel Department.

XI. Rights of Employer

Madison County possesses the exclusive right to operate and direct the employees of Madison County in all aspects, including, but not limited to, all rights and authority granted by law.

The County has the right to unilaterally create new employment policies and regulations not mentioned in this Handbook, and to change provisions of this Handbook without prior notice, approval or consent of the employees of Madison County.

The employer has the ultimate responsibility for proper management including but not limited to responsibilities and the right for the following:

1. The right to determine its mission(s), policies and to set forth all standards of service offered to the public;
2. To plan, direct, control and determine the operations and services to be conducted by employees of the County;
3. To determine the methods, means and number of personnel needed to carry out the mission(s) of the County;
4. To direct the entire working force of the County, including the establishment of work standards;
5. To assign, schedule and evaluate work by employees;
6. To select, hire, schedule, transfer, promote or demote employees;
7. To suspend, discipline or discharge employees for just cause;
8. To lay off or relieve employees;
9. To make, publish and enforce rules and regulations;
10. To introduce new or improved methods, equipment and facilities;
11. To test employees;

12. To determine its budget and dollar amounts adopted thereto.

13. To determine the basis for selection, retention and promotion of all employees.

It is further understood and agreed that the ownership, maintenance and control of County properties and facilities are functions possessed solely and exclusively by the Employer.

XII. Savings Clause

If any provision of this Handbook is subsequently declared by legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable laws, statutes, ordinances and regulations of the United States of America, the State of Illinois, or the County of Madison all other provisions of this Handbook shall remain in full force and effect.

XIII. Handbook Agreement

MADISON COUNTY PERSONNEL POLICY HANDBOOK AGREEMENT
(Please sign)

I HEREBY AGREE TO READ AND ABIDE BY THE “MADISON COUNTY PERSONNEL POLICY HANDBOOK,” REVISED ~~NOVEMBER 2022~~ JUNE 2015, AS ESTABLISHED BY THE MADISON COUNTY BOARD. THE PERSONNEL POLICY HANDBOOK IS ON THE INTRANET UNDER “COMMON LINKS” AND EACH OFFICE HAS A HARD COPY. HARD COPIES CAN BE OBTAINED FROM YOUR DEPARTMENT HEAD OR HUMAN RESOURCES-OR-ELECTED OFFICIAL.

Employee’s Name Printed

Date

Employee’s Signature

Department Name

* * * *

AMENDED A RESOLUTION TO AMEND THE MADISON COUNTY PERSONNEL POLICIES FOR COUNTY BOARD SUPERVISORY, PROFESSIONAL & CONFIDENTIAL EMPLOYEES

WHEREAS, the Madison County Board recognizes the need to review and update periodically and incorporate changes in laws and business practices to the Madison County Personnel Policy Handbook adopted by the County Board in 2022; and,

WHEREAS, revisions and additions for the Madison County Personnel Policies for County Board Supervisory, Professional, Confidential and Non-Union Employees will be available to all employees on the Madison County Intranet: and

WHEREAS, a copy of the proposed revisions for the Madison County Personnel Policies for County Board, Supervisory, Professional, Confidential and Non-Union Employees is on file in the offices of the County Board and County Clerk.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County Illinois, that the amendment to the Madison County Personnel Policies for County Board Supervisory, Professional, Confidential and Non-Union Employees, dated November 7, 2022 are hereby adopted. All previous handbooks, policies and procedures which address the matters herein are hereby replaced with these proposed revisions for County Board Supervisory, Professional and Confidential Employees, to the extent there is a conflict.

Respectfully Submitted.

s/ Erica Harriss
Erica Harriss

s/ Robert Pollard
Robert Pollard

s/ Dalton Gray
Dalton Gray

s/ Chris Guy
Chris Guy

s/ Bill Stoutenborough
Bill Stoutenborough

s/ John E. Foster
John "Eric" Foster

s/ Victor Valentine, Jr.
Victor Valentine, Jr.

s/ Denise Wiehardt
Denise Wiehardt

s/ Valerie Doucleff
Valerie Doucleff

**PERSONNEL AND LABOR RELATIONS COMMITTEE
NOVEMBER 7, 2022**

**PERSONNEL POLICIES FOR COUNTY BOARD
SUPERVISORY, PROFESSIONAL, CONFIDENTIAL AND NON-UNION EMPLOYEES**
(Revised 3/11/2022)

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I. APPLICABILITY

These policies apply to all County Board employees not governed by a Collective Bargaining Agreement. These policies do not apply to Department Heads or Appointed Officials, as such individuals have a separate section of the Policy Manual which governs the terms and conditions of their employment. The employees governed by these policies are hired, evaluated, disciplined, promoted, and terminated by their respective Department Head or Appointed Official.

II. JOB CLASSIFICATION/PAY GRADE SYSTEM

A. NON-EXEMPT POSITIONS

The Madison County Pay Step Plan was put into effect for all non-exempt employees as of April 4, 1992. The classification of all non-union job titles and the Madison County Pay Step Plan are included in Appendix A. The classification of particular job titles may be modified according to the procedures described below. The Pay Step Plan will be updated to reflect annual increases. The Executive Committee in cooperation with the County Board Chairman Pro Tem will review increase amounts prior to being acted upon by the full Board.

Non-exempt employees are paid on an hourly basis for all hours worked, based upon their position's assigned grade and step, on a regularly scheduled payday. This hourly wage is reflected on a projected annual salary calculation, assuming a forty (40) hour work week, and shown on the Pay Step Plan; however, actual wages will vary based on the amount of hours actually worked. Overtime pay or compensatory time off at the rate of time and one-half may be allowed for any work performed in excess of forty hours per week subsequent to pre-approval by the Department Head or Appointed Official. Holiday hours will count as time worked. Non-exempt employees must track their time, recording it daily. Falsification of a time card is grounds for dismissal.

When a non-union non-exempt employee is promoted, a promotion step is incorporated into the 2005 pay step plan. This step is referred to as a promotion step. When a non-union employee hired after 8/17/2005 is promoted into a position which has a higher pay grade assignment than his/her present position, the employee will be moved to the step in the new grade that is at least as large as the next promotion step in the current grade. The employee will be eligible to be moved to the next promotion step or regular step, whichever is first, in the new grade at the appropriate number of years. After that increase, future step increases will be based on the actual step increases in the new non-union step plan.

When an employee bids on and is promoted into a non-exempt position which has a higher pay grade assignment than his/her present position, the base wage rate that the employee will receive will be the first step on the new pay grade which represents a pay increase at least as large as the next scheduled step increase under the employee's old pay grade. Employees whose wage rate is at step 7 shall be placed on the first step on

the new pay grade which represents a pay increase at least as large as one full step under the employee's old pay grade. The employee's step date will change to the date (day and month) the new wage rate begins and reflect the year that represents the first year of the new step. The new step date will only be used for the purpose of movement within the step pay system and will not affect any other benefits. Employees whose wage rate is above step 7 shall, for the purposes of promotion, be treated as if their current wage rate is at step 7 when determining the proper step at the new pay grade, except in those instances when their current wage rate is greater than the appropriate step on the new pay grade, in which case the employees wage rate shall remain unchanged until their next step or general pay increase is due.

To A Lower Position - When an employee bids or bumps into a position which has a lower grade assignment than his/her present position, the base wage rate that the employee will receive for the new position will be the step closest to but not greater than the employee's current wage rate. The employee's step date will change to reflect the date which begins the new wage rate. The new step date will only be used for the purpose of movement within the step pay system and will not affect any other benefits.

To An Equal Position - When an employee bids or bumps into a position which has the same grade assignment as his/her current position, the employee's base wage and step date will remain the same for the new position.

Part-time employees would receive step increases based on the relation of hours worked to 2080. For example: a part-time employee must have 10,400 life-to-date hours (5x 2080) to move to the five year step. This provision applies to employees hired after 11/30/05.

B. EXEMPT POSITIONS

Certain positions, by virtue of how they are paid and their job duties, are classified as "exempt" under the Fair Labor Standards Act (FLSA). In order to be considered exempt, a position must be paid on a salary basis, be paid a minimum annual salary (set by federal regulations), and perform exempt duties. Certain administrative, professional, and supervisory positions are exempt, and such exemption shall be noted on the applicable job description. Exempt positions are exempt from timekeeping requirements, overtime compensation, and compensatory time.

Exempt positions shall be assigned a salary range based upon the requirements of that position and the salary ranges of similar positions inside and outside the county. Each position shall have a minimum, median and maximum salary, this salary range shall be established by the Personnel Committee for each exempt position. These ranges will be updated to reflect annual increases. The Executive Committee in cooperation with the County Board Chairman Pro Tem will review increase amounts prior to being acted upon by the full board.

When a non-union exempt employee is hired, promoted, moved to an equal position or demoted the Department Head or Appointed Official shall recommend a salary that is commensurate with their skills/experience and is within the salary range established by the Personnel Committee for that position. All exempt salary assignments must be approved by the County Board Chairman Pro Tem or the County Administrator before being implemented by payroll. This annual salary shall be paid to the employee in equal installments on a regularly-scheduled payday. Aside from general County increases and merit increases, an exempt employee's salary range cannot be increased without a job audit being performed.

In addition to the annual increase determined by the County Board, in lieu of the step plan system in place for union and non-union non-exempt positions, exempt employees shall be eligible for an annual merit increase not to exceed 1.5% of their current yearly salary. This merit increase will be based on a performance evaluation of the employee and their success in meeting major work objectives and goals during the previous year. Exempt employees will receive their first annual performance review after the anniversary of their first year of employment. Subsequent performance evaluations will be conducted on an annual basis thereafter. Annual performance evaluations shall be conducted by the employee's direct supervisor or Department Head/Appointed Official.

C. RECLASSIFICATION OF A POSITION

At the request of the employer or employee(s), an audit shall be made to determine the proper classification of a position. Such request shall be made in writing to the Department Head or Appointed Official, who shall immediately submit the request to Human Resources, who will conduct the audit.

Such audit shall be based on the duties currently being performed, and shall determine which position title is most appropriate for classification of the position, by reference to the job descriptions, duties actually performed, and review of other employees' positions who perform essentially the same job at the same level of difficulty.

If the position is reclassified to a higher pay grade or salary range, the incumbent shall be moved with the position, shall receive an increase in pay as if promoted, and shall receive retroactive pay, at the higher rate, from the date of the request for a job audit.

Employees, whose position is, as a result of a job audit, reclassified to a lower pay grade, shall retain their current rate of pay and continue to receive general increases and any other adjustment as provided for by the County Board for a period of four years.

Reclassification may not be implemented when the duties being performed result from temporary assignment.

The results of an audit shall be made known to the parties no later than ninety (90) days

from the date the request was made.

The employee may appeal the results of the audit decision by Human Resources, to the Personnel Committee. Such appeal shall be commenced by the employee filing with Human Resources a notice of appeal of said decision in writing within ten (10) working days after receipt of notice of the decision.

The Personnel Committee shall meet with the employee within sixty (60) days after receipt of notice of appeal and shall issue a decision in writing within ten (10) working days after such meeting.

If a Department Head or Appointed official wants to reclassify a non-exempt position as exempt, s/he must submit a job audit request to Human Resources. Human Resources will treat the request as a regular job audit (described herein) and shall determine whether the position can be made exempt and recommend a salary range based upon comparable positions.

D. PAY DIFFERENTIAL

In addition to the regular base wage, a pay differential will be paid to all continuous-operations employees for worked hours as follows:

4:00 P.M. to Midnight45 cents per hour
Midnight to 8:00 A.M.55 cents per hour

III. HOLIDAYS

The following days shall be granted to supervisory, professional and confidential employees as paid holidays:

- New Year's Day;
- Martin Luther King Day;
- Washington's Birthday; (Celebrated as President's Day)
- Good Friday;
- Memorial Day;
- Juneteenth;
- Independence Day;
- Labor Day;
- Columbus Day;
- Veteran's Day;
- Thanksgiving Day;
- Thanksgiving Friday;
- Christmas Eve Day*
- Christmas Day;

*When Christmas Day falls on Monday, Saturday, or Sunday, an additional Floating Holiday will be provided in lieu of Christmas Eve Day. The Floating Holiday shall be taken after Christmas Eve Day in the same fiscal year as the Christmas holiday (does not carry over to next fiscal year). Hours associated with a Floating Holiday must be taken in a whole day increment (cannot be broken across multiple days).

Whenever a designated holiday falls on a Saturday, the preceding Friday shall be the paid holiday. Whenever a designated holiday falls on a Sunday, the succeeding Monday shall be the paid holiday.

Non-Union employees shall be eligible for holiday pay provided that the employee worked his/her last scheduled work day prior to the designated holiday and the first scheduled workday after the holiday, unless excused under an approved paid leave of absence or vacation or due to other reasonable causes to be verified and substantiated by the employee to the satisfaction of the Employer. In the event of a dispute as to whether a "reasonable cause" exists, such dispute should be brought to the Human Resources Department for a determination.

IV. VACATIONS

Non-Exempt Supervisory, professional and confidential employees shall be entitled to accumulate vacation leave based upon continuous hours of service compensated at the regular straight-time rate of pay on accordance with the following schedule:

Number of continuous hours compensated at regular, <u>straight-time rate</u>	Rate of vacation accrual based on each continuous hour compensated at <u>straight-time rate</u>
Upon hire to 8,320 <u>Upon hire to</u> 8,321	.03847 hours .05770 hours
to 18,720	
18,721 to 39,520	.07693 hours
39,521 and over	.09616 hours

The above rate of accrual is equivalent to earning: ~~two (2) weeks or 80 hours of vacation leave annually for the first four years of continuous, full-time employment;~~ three (3) weeks or 120 hours of leave annually ~~from the beginning of the fifth year~~ until completion of nine years of continuous, full-time employment; four (4) weeks or 160 hours of leave annually from the beginning of the tenth year until the completion of nineteen years of continuous, full-time employment; and five (5) weeks or 200 hours of leave annually for completion of nineteen years or more of continuous, full-time employment.

Continuous hours of service shall be interpreted as meaning continuous service with the employer since the employee's last date of hire with the County. Employees shall be eligible to take paid vacation leave after they have completed (90) calendar days of employment

with the employer.

Exempt supervisory, professional & confidential employees shall accrue annual paid vacation pursuant to the schedule below and accrued vacation may be taken after completion of ninety (90) days of continuous service with the County:

<u>Years of Service</u>	<u>Vacation Accrual</u>
<u>One (1) to Nine (9)</u>	<u>3 Weeks (4.61 hours per check)</u>
<u>Ten (10) to Nineteen (19)</u>	<u>4 Weeks (6.15 hours per check)</u>
<u>Twenty (20) or more</u>	<u>5 Weeks (7.69 hours per check)</u>

Vacation leave shall be taken each year. An employee who does not request a vacation period prior to the end of the ninth month following his/her anniversary year shall be scheduled for a vacation by the employer during the three (3) remaining months of the succeeding year. No more than one (1) year's worth of accumulated vacation leave may be carried into the next anniversary year without the express permission of the Department Head or Appointed Official.

Vacations may be scheduled in one-day increments, except that employees may request vacation leave time of no less than one (1) hour duration with the express permission of the Department Head or Appointed Official. All vacation will be subject to pre-approval as determined by the employer and will be taken at such times as will not interfere with the efficient scheduling of the employer. Vacation time is not available for use until it is recorded at the conclusion of the payroll period.

Any employee who is laid off, retires or is otherwise separated from the service of the employer for any reason shall receive vacation pay for all unused vacation accrued prior to said separation. Payment for unused vacation shall be calculated based upon the employee's regular, straight-time, hourly rate of pay in effect on the date of separation.

The County Board Chairman Pro Tem may authorize the buy back of accumulated vacation time in excess of one (1) year's worth from a non-union employee. Any such buy back shall take place during November at the non-union employee's then-current salary rate.

V. LEAVES

A. SICK LEAVE

A "Madison County Fitness-For-Duty Certification" must be completed by the Health Care Provider of an employee who has been or expects to be absent from work due to illness or disability for a period of three (3) or more consecutive working days. It must be filed with

Human Resources immediately upon return to work or prior to the tenth (10th) day of the absence, whichever is earlier, unless the employee is physically unable to do so.

The County reserves the right to require a second medical opinion regarding an employee's absence because of illness or injury or regarding a doctor's certification of an employee's absence or ability to return to work. Any such second opinion will be paid for by the County with a physician chosen by the County.

An employee's sick leave accrual will be noted within the HRIS system. Sick leave is not available for use until it is recorded at the conclusion of the pay period.

Employees may use up to one-half of their annual sick leave allotment as family sick leave.

Any supervisory, professional and confidential employee contracting or incurring any non-service-connected sickness or disability which renders such employee unable to perform the duties of his/her employment or is attending an appointment with a doctor, dentist or other licensed professional medical practitioner shall be eligible to receive sick leave with pay for a period not to exceed the amount of such employee's accrued sick leave; provided, however, that such sickness or disability shall be bona fide. Sick leave shall be taken in increments of no less than one hour, except that pre-approved sick leave may be taken in one-half (1/2)-hour increments. All provisions applicable to sick leave received for an employee's personal illness shall be applicable to sick leave received to care for an ill child, parent, or spouse.

If any employee has received sick leave contrary to the provisions of this Section through any misrepresentation(s) made by the employee or by anyone else on his/her behalf, said employee shall reimburse the employer in an amount equal to the sick leave pay so received and said employee will be subject to disciplinary action. The employer shall have the right to require a doctor's written certification or other reasonable proof of illness as the circumstances may require.

Supervisory, professional and confidential employees will accrue sick leave at the rate of .061539 hours (the equivalent of one and one-third 8-hour shifts per month for full-time employees) for each hour compensated at the regular, straight-time rate. Employees shall first be eligible for sick leave after they have completed (90) calendar days of employment with the employer.

Such employees shall accumulate sick leave so long as they are in the service of the employer, subject to the provisions of this Section. Employees hired before April 1, 2022 shall accumulate sick leave to a maximum of 1,920 hours. Employees hired after April 1, 2022 shall accumulate sick leave to a maximum of 480 hours.

Upon termination of employment, employees hired before April 1, 2022 will be paid for one-half of unused sick up to a maximum of 480 hours total paid. Employees hired after April 1, 2022 must turn unused sick leave in to IMRF for service credit upon separation; half of any remaining unused sick time will be paid to the employee up to a maximum of 240 hours.

Unused sick time will only be paid out if the employee's termination is for the following reasons:

- The employee is retiring from service and is subject to receive pension funds through the Illinois Municipal Retirement Fund which were earned due to his/her completing the required years of service under said fund; and provided the required years of service were with employer.
- The employee dies or becomes disabled and is unable to perform the duties of his/her employment with the employer, having furnished the employer with documented evidence of such disability in the form of a statement from a licensed physician; or, the employee's spouse or legal dependent has become disabled or contracted an illness which required the termination of his/her employment and the employee has furnished the employer with documented evidence of such disability or illness in the form of a statement from a licensed physician.

No employee shall be paid for accumulated sick leave if their reasons for termination are: voluntary change of employment or involuntary dismissal. The amount of any payment for unused sick leave is to be calculated at the employee's rate of pay in effect on the payday immediately preceding the date of the employee's permanent separation.

In the event that an employee is disabled in a service-connected injury or illness, he/she shall be eligible for a sick leave pay for only those days which he/she is ineligible for compensation under the State of Illinois Worker's Compensation Insurance laws.

B. PERSONAL LEAVE DAYS

Non-Union employees hired before April 1, 2022 shall accrue personal leave days as follows: One Personal Day after accruing 128 hours of sick leave, a 2nd Personal Day after accruing 152 hours of sick leave, a 3rd Personal Day after accruing 192 hours of sick leave, and a 4th Personal Day after accruing 336 hours of sick leave. Personal Days do not come off of accrued sick leave. Personal days are calculated at the beginning of each fiscal year for that year, based on the Sick balance as of the final pay period ending in November.

Non-union employees hired after April 1, 2022 may convert unused sick leave into personal leave at a 4:1 ratio, meaning employees may trade in four unused whole days of sick leave (32 hours) for one day of personal leave (8 hours). Employees cannot convert partial days of sick leave for personal leave, only whole days will be converted. Once Payroll has processed the conversion, the employee cannot have the personal leave converted back to sick leave. Employees should consult with Payroll or Human Resources for further questions.

Use of personal leave shall be requested in advance and must be approved by the employee's Department Head. Personal leave days may not be carried over from one fiscal year to the next. Personal leave may be taken in one-half ½ hour increments.

Non-Union Part Time employees will receive a pro-rated amount of hours based on their average hours worked per day.

C. LEAVE WITHOUT PAY

Any request for leave without pay shall be submitted in writing by the employee to his/her Department Head or Appointed Official at least ten (10) working days prior to the date of departure if at all possible. The request shall state the reason the leave of absence is being requested and the length of time off that the employee desires.

Authorization for a leave of absence must be in writing and must contain the signature of the Department Head or Appointed Official.

No seniority, vacation benefits, sick leave or holiday benefits shall accrue during a leave of absence. Employees shall be returned to the position they held at the time the leave of absence was requested. Any employee on leave of absence shall not receive compensation from the employer during such period.

Leaves of absence not to exceed six (6) months may be granted by the employer for any reasonable purpose and may be extended to a maximum of one (1) year. What constitutes a reasonable purpose in each case shall be determined by the employer.

VI. MEDICAL INSURANCE

The employer will provide all full time, supervisory, professional and confidential employees individual coverage under its medical insurance plan. Beginning December 1, 1998, the employer will pay one hundred percent (100%) of the cost of individual coverage under the Madison County Government Plan. Dependent coverage shall be made available to all full-time supervisory, professional and confidential employees, provided a portion of the cost for such coverage is paid by employees through payroll deduction.

Employees who elect dependent health coverage will relinquish four (4) days of sick leave entitlement per year of enrollment in the coverage.

In the event a full-time supervisory, professional and confidential employee is on lay-off status or on authorized leave without pay, except for approved family and medical leave, for a period not to exceed one year, the Employer will provide for the immediate reinstatement of medical insurance for said employee upon his/her return to full-time employment with the employer.

VII. EMPLOYEE REVIEW OF PERSONNEL FILE

Supervisory, professional and confidential employees shall have the right to review their own personnel file during normal business hours without loss of pay. Persons wishing to view their file shall file a written request with Human Resources or their Department Head or Appointed Official. A reasonable number of copies of documents in the file will be furnished at no cost. A copy of said request will be placed in the employee's personnel file. Nothing shall be placed in the personnel file nor shall anything be removed from the file without the consent of the Department Head or Appointed Official, nor without the employee's knowledge.

VIII. RESIDENCY REQUIREMENT

It is the policy of Madison County that new supervisory, professional and confidential employees of Madison County shall be or attempt to become residents of Madison County within six (6) months of their hiring date and shall maintain their residency for the duration of their employment with Madison County.

If after six (6) months of employment an employee has not been able to become a Madison County resident, the employee's department head/appointed official may extend the time-period to a maximum of twenty-four (24) months from the hire date of the employee.

If after 24 months of employment, the employee has not become a Madison County resident, his/her employment shall be terminated.

If a department has an open position for a supervisory, professional, or confidential employee, and the department has been unable to find a qualified applicant that is willing to relocate to Madison County within the appropriate time-period as established in this policy, the Madison County Board Chairman Pro Tem may grant that department an exception to the Residency Requirement as long as the following conditions have been met:

- The job posting has been open and public for at least 30 days.
- No qualified applicants have applied who currently reside within the County.
- The position is covered by Personnel Policies for County Board Supervisory, Professional, Confidential and Non-Union Employees.

IX. POLITICAL FUND RAISING

No employee shall be required as a condition of employment to buy or sell tickets for fundraisers.

X. DISCIPLINE AND DISCHARGE

Supervisory, professional and confidential employees are subject to discipline and discharge actions. Disciplinary actions or measures include the following: Verbal and written reprimands, suspensions and discharge. Disciplinary actions or measures will be documented and maintained in the employees personnel file for the following period of time: verbal and written reprimands for two (2) years, suspensions and terminations for five (5) years.

XI. GRIEVANCE PRODCEDURES

Any supervisory, professional and confidential employee who has a grievance or dispute shall present said grievance or dispute within five (5) working days of the date of the grievance or the supervisor's or exempt employee's knowledge of its occurrence to the County Board Committee which supervises his/her department or if there be no supervising committee then said grievance or dispute shall be presented to the Director of Administration for presentation to the Chairman Pro Tem of the County Board. If said grievance or dispute is not adjusted within five (5) working days thereafter, or the resolution is disputed by the employee then he/she shall have three (3) working days thereafter to present a written request to the Chairman Pro Tem of the County Board for a review by the County Board Personnel Committee and thereafter to the County Board Executive Committee which shall make a recommendation to the full County Board for final action.

XII. MILEAGE REIMBURSEMENT

The County will use the official published IRS mileage rate

TRAVEL POLICY TO TRAINING CONFERENCES AND WORKSHOPS

A. SINGLE DAY ATTENDANCE

1. If an employee travels to and attends a conference, meeting, or workshop that lasts less than 12 hours, the employee is entitled to overtime for all time over the 8-hour workday, less commuter time deduction (CTD). With prior approval from immediate supervisor, an employee may drive back and forth rather than stay overnight at a workshop within 100 miles from Madison County, Illinois (e.g. Springfield, IL, Mt. Vernon, IL, Effingham, IL), provided the total time including travel and meeting does not exceed 12 hours.

B. OVERNIGHT ATTENDANCE

1. Overtime will be provided only for travel that occurs outside normal working hours on a normal working day (Monday – Friday) to an overnight conference, meeting or

workshop, when public transportation is not the most direct and least expensive mode of travel, and the individual must drive. (It is not reasonable to use public transportation if the destination is within 100 miles of Madison County). Only the driver will be provided compensation. Passengers are free to relax therefore not entitled to overtime. If travel to the conference occurs on a non-working day (Saturday, Sunday or holiday) then overtime will be provided only if the employee travels during their normal working hours when public transportation is not the most direct and least expensive mode of travel, and the individual must drive. Only the driver will be provided compensation. Passengers are free to relax therefore not entitled to overtime.

2. Hotel accommodations can be provided for the evening before if arrival is necessary and reasonable due to travel duration and conference location.
3. All overtime for travel must be approved in advance by the Immediate Supervisor.

XIII. AGREEMENT

**MADISON COUNTY PERSONNEL POLICIES FOR COUNTY BOARD
SUPERVISORY, PROFESSIONAL, CONFIDENTIAL AND NON-UNION EMPLOYEES
AGREEMENT**

I HEREBY AGREE TO READ THE “MADISON COUNTY PERSONNEL POLICIES FOR COUNTY BOARD SUPERVISORY, PROFESSIONAL, CONFIDENTIAL AND NON-UNION EMPLOYEES” REVISED [MARCH OCTOBER](#) 2022, AS ESTABLISHED BY THE MADISON COUNTY BOARD. THE MADISON COUNTY PERSONNEL POLICIES FOR COUNTY BOARD SUPERVISORY, PROFESSIONAL, CONFIDENTIAL AND NON-UNION EMPLOYEES IS ON THE INTRANET UNDER “PERSONNEL” AND EACH OFFICE HAS A HARD COPY. HARD COPIES CAN BE OBTAINED FROM YOUR DEPARTMENT HEAD, ELECTED OFFICIAL OR HUMAN RESOURCES.

Employee’s Name Printed

Date

Employee’s Signature

Department Name

* * * *

AMENDED A RESOLUTION TO AMEND THE MADISON COUNTY PERSONNEL POLICIES FOR COUNTY BOARD APPOINTED OFFICIALS & DEPARTMENT HEADS

WHEREAS, the Madison County Board recognizes the need to review and update periodically and incorporate changes in laws and business practices to the Madison County Personnel Policy Handbook adopted by the County Board in 2022; and,

WHEREAS, revisions and additions for the Madison County Personnel Policies for County Board Appointed Officials & Department Heads will be available to all employees on the Madison County Intranet: and

WHEREAS, a copy of the proposed revisions for the Madison County Personnel Policies for County Board Appointed Officials & Department Heads is on file in the offices of the County Board and County Clerk.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Madison County Illinois, that the amendment to the Madison County Personnel Policies for County Board Appointed Officials & Department Heads, dated November 16, 2022 are hereby adopted. All previous handbooks, policies and procedures which address the matters herein are hereby replaced with these proposed revisions for County Board Appointed Officials & Department Heads, to the extent there is a conflict.

Respectfully Submitted.

s/ Erica Harriss
Erica Harriss

s/ Robert Pollard
Robert Pollard

s/ Dalton Gray
Dalton Gray

s/ Chris Guy
Chris Guy

s/ Bill Stoutenborough
Bill Stoutenborough

s/ John E. Foster
John "Eric" Foster

s/ Victor Valentine, Jr.
Victor Valentine, Jr.

s/ Denise Wiehardt
Denise Wiehardt

s/ Valerie Doucleff
Valerie Doucleff

**PERSONNEL AND LABOR RELATIONS COMMITTEE
NOVEMBER 7, 2022**

**PERSONNEL POLICIES FOR COUNTY BOARD APPOINTED OFFICIALS
AND DEPARTMENT HEADS**

(Revised ~~09/13~~ 11/22)

I. APPOINTMENT

- A. All Appointed Officials and Department Heads (as listed in Appendix A) under the jurisdiction of the Madison County Board shall be appointed by resolution of the County Board. Individuals so appointed shall be recommended by the County Board Chairman Pro Tem, in consultation with the committee that has the responsibility of overseeing the operation of that department, if any.
- B. If the position to which an Appointed Official or Department head is appointed has a statutory term, and then the appointment shall be for the appropriate term for that position. If the position does not have a statutory term, then the appointment shall continue until either resignation or dismissal.
- C. Each Appointed Official and Department Head will serve at the pleasure of the Chairman Pro Tem and County Board and may be dismissed by the Chairman Pro Tem and County Board in accordance with conditions set forth in section ten of this policy.

II. SALARIES

- A. Appointed Officials and Department Heads are management personnel and as such are provided an annual salary, to be paid in fractional installments on regularly scheduled County paydays. No provisions are provided for overtime pay or compensatory time off for any work performed in addition to regular County workdays.

The salaries of all Appointed Officials and Department Heads shall be set by the County Board. Recommendations may come from the appropriate oversight committee and/or County Board Chairman Pro-Tem and then shall be reviewed by the Personnel and Finance committees prior to being recommended to and acted upon by the full Board. The salaries for all positions, including those with multi-year terms, shall be set on an annual basis.

In addition to the annual increase determined by the County Board, in lieu of the step plan system in place for union and non union positions, Department Heads and Appointed Officials shall be eligible ~~annually~~ biennially for an up to 1.5%-3% merit increase in salary, beginning ~~1 year after appointment~~ December 1, 2006, and every ~~two years~~ year thereafter. The increase will be based on a review by the County Board Chairman Pro-Tem of the employee's performance and their success in meeting major work objectives and goals. The County Board Chairman Pro-Tem shall consult with the oversight committee, if one exists, prior to determining a merit increase.

III. HOLIDAYS

The following days shall be granted to Appointed Officials and Department Heads as paid holidays:

- New Year's Day;
- Martin Luther King Day;
- Washington's Birthday; (Celebrated as President's Day)
- Good Friday;
- Memorial Day;
- ~~Juneteenth;~~
- Independence Day;
- Labor Day;
- Columbus Day;
- Veteran's Day;
- Thanksgiving Day;
- Thanksgiving Friday;
- Christmas Eve (when falls on a normal work day, otherwise employees receive a Personal Day)
- Christmas Day;

Whenever a designated holiday falls on a Saturday, the preceding Friday shall be the paid holiday. Whenever a designated holiday falls on a Sunday, the succeeding Monday shall be the paid holiday.

Appointed Officials and Department heads shall be eligible for holiday pay provided they worked his/her last scheduled work day prior to the designated holiday and the first scheduled workday after the holiday, unless excused under an approved paid leave of absence or vacation or due to other reasonable causes to be verified and substantiated by the employee to the satisfaction of the Employer. In the event of a dispute as to whether a "reasonable cause" exists, such dispute should be brought to the Human Resources Department for a determination.

IV. VACATIONS

A. Appointed Officials and Department Heads shall accrue annual paid vacation pursuant to the schedule below and it may be taken after completion of ~~one~~ ninety (90) days of continuous service with the County:

Completed Years of Service	Vacation Accrual
One (1) to Four (4)	2 Weeks
Five <u>One (5)</u> to Nine (9)	3 Weeks <u>(4.61 hours per check)</u>
Ten (10) to Nineteen (19)	4 Weeks <u>(6.15 hours per check)</u>

Twenty (20) or more

5 weeks (7.69 hours per check)

It is the County Board's intent that vacation leave shall be taken each year. No more than one (1) years worth of accumulated vacation leave may be carried into the next anniversary year without authorization by the County Board Chairman Pro-Tem.

Upon recommendation of the appropriate oversight Committee, the County Board Chairman Pro-Tem may authorize the buy back of accumulated vacation time in excess of one (1) year's worth from an Appointed Official or Department Head. Any such buy back shall take place during November at the Appointed Official or Department head's then current salary rate.

- B. If an Appointed Official or Department Head terminates his/her employment for any reason, he/she shall be paid for any unused authorized vacation time prorated to the date of termination.

V. LEAVE TIME:

A. SICK LEAVE

A "Madison County Fitness-For-Duty Certification" must be completed by the Health Care Provider of an Appointed Official or Department Head who has been or expects to be absent from work due to illness or disability for a period of three (3) or more consecutive working days. It must be filed with Human Resources immediately upon return to work or prior to the tenth (10th) day of the absence, whichever is earlier, unless the employee is physically unable to do so.

The County reserves the right to require a second medical opinion regarding an employee's absence because of illness or injury or regarding a doctor's certification of an employee's absence or ability to return to work. Any such second opinion will be paid for by the County with a physician chosen by the County.

An Appointed Official or Department Head's sick leave accrual will be noted within the HRIS system. Sick leave is not available for use until it is recorded at the conclusion of the pay period.

Appointed Officials and Department Heads may use up to one-half of their annual sick leave allotment as family sick leave.

Appointed Officials and Department Heads contracting or incurring any non-service-connected sickness or disability which renders such employee unable to perform the duties of his/her employment or is attending an appointment with a doctor, dentist or other licensed professional medical practitioner shall be eligible to receive sick leave with pay for a period not to exceed the amount of such employee's accrued sick leave; provided, however, that such sickness or

disability shall be bona fide. Sick leave shall be taken in increments of no less than one hour, except that pre-approved sick leave may be taken in one-half (1/2)-hour increments. All provisions applicable to sick leave received for an employee's personal illness shall be applicable to sick leave received to care for an ill child, parent, or spouse.

If an Appointed Official or Department Head has received sick leave contrary to the provisions of this Section through any misrepresentation(s) made by the Appointed Official or Department Head or by anyone else on his/her behalf, said Appointed Official or Department Head shall reimburse the employer in an amount equal to the sick leave pay so received and said employee will be subject to disciplinary action. The employer shall have the right to require a doctor's written certification or other reasonable proof of illness as the circumstances may require.

Appointed Officials and Department Heads will accrue sick leave at the rate of .061539 hours (the equivalent of one and one-third 8-hour shifts per month for full-time employees) for each hour compensated at the regular, straight-time rate. Employees shall first be eligible for sick leave after they have completed (90) calendar days of employment with the employer.

Appointed Officials and Department Heads shall accumulate sick leave so long as they are in the service of the employer, subject to the provisions of this Section. Appointed Officials and Department Heads hired before April 1, 2022 shall accumulate sick leave to a maximum of 1,920 hours. Employees hired after April 1, 2022 shall accumulate sick leave to a maximum of 480 hours.

Upon termination of employment, Appointed Officials and Department Heads hired before April 1, 2022 will be paid for one-half of unused sick up to a maximum of 480 hours total paid. Appointed Officials and Department Heads hired after April 1, 2022 must turn unused sick leave in to IMRF for service credit upon separation; half of any remaining unused sick time will be paid to the employee up to a maximum of 240 hours.

Unused sick time will only be paid out if the Appointed Official or Department Head's termination is for the following reasons:

- The Appointed Official or Department Head is retiring from service and is subject to receive pension funds through the Illinois Municipal Retirement Fund which were earned due to his/her completing the required years of service under said fund; and provided the required years of service were with employer.

- The Appointed Official or Department Head dies or becomes disabled and is unable to perform the duties of his/her employment with the employer, having furnished the employer with documented evidence of such disability in the form of a statement from a licensed physician; or, the employee's spouse or legal dependent has become disabled or contracted an illness which required the termination of his/her employment and the employee has furnished the employer

with documented evidence of such disability or illness in the form of a statement from a licensed physician.

No Appointed Official or Department Head shall be paid for accumulated sick leave if their reasons for termination are: voluntary change of employment or involuntary dismissal. The amount of any payment for unused sick leave is to be calculated at the Appointed Official or Department Head's rate of pay in effect on the payday immediately preceding the date of the Appointed Official or Department Head's permanent separation.

In the event that an Appointed Official or Department Head is disabled in a service-connected injury or illness, he/she shall be eligible for a sick leave pay for only those days which he/she is ineligible for compensation under the State of Illinois Worker's Compensation Insurance laws.

~~Appointed Officials and Department Heads incurring any non-service-connected sickness or disability which renders such employee unable to perform the duties of his/her employment or is attending an appointment with a doctor, dentist or other licensed professional medical practitioner shall be eligible to receive sick leave with pay for a period not to exceed the amount of such employee's accrued sick leave; provided, however, that such sickness or disability shall be bona fide. Sick leave shall be taken in increments of no less than one hour, except that pre-approved sick leave may be taken in one-half (1/2)-hour increments.~~

~~Appointed Officials and Department Heads will accrue sick leave at the rate of .061539 hours (the equivalent of one and one third 8-hour shifts per month for full-time employees) for each hour compensated at the regular, straight time rate. Employees shall first be eligible for sick leave after they have completed (90) calendar days of employment with the employer.~~

~~Employees shall accumulate sick leave so long as they are in the service of the employer, subject to the provisions of this Section, to a maximum of 1,920 hours of sick leave. Sick leave accumulated after November 30, 1975, if any, shall be used prior to using sick days accumulated prior to November 30, 1975.~~

~~Upon termination of employment, employees will be paid for one-half of unused sick leave accumulated after November 30, 1975, up to a maximum of 480 total paid hours, provided their termination is for the following reasons:~~

~~The employee is retiring from service and is subject to receive pension funds through the Illinois Municipal Retirement Fund which were earned due to his/her completing the required years of service under said fund; and provided the required years of service were with employer.~~

~~The employee dies or becomes disabled and is unable to perform the duties of his/her employment with the employer, having furnished the employer with documented evidence of such disability in the form of a statement from a licensed physician; or, the employee's spouse or legal dependent has become disabled or~~

~~contracted an illness which required the termination of his/her employment and the employee has furnished the employer with documented evidence of such disability or illness in the form of a statement from a licensed physician.~~

~~Employees will not be paid for accumulated sick leave if their reasons for termination are: voluntary change of employment or involuntary dismissal.~~

~~The amount of payment for unused sick leave is to be calculated at the employee's rate of pay in effect on the payday immediately preceding the date of the employee's permanent separation.~~

~~Employees who had unused accumulated sick leave prior to November 30, 1975, shall be allowed to retain such days. Such employees shall be compensated for one-half of those sick days accumulated prior to November 30, 1975, at the time they are permanently separated from employment for any reason.~~

~~In the event that an employee is disabled in a service-connected injury or illness, he/she shall be eligible for a sick leave pay for only those days which he/she is ineligible for compensation under the State of Illinois Worker's Compensation Insurance laws.~~

B. PERSONAL LEAVE DAYS

Appointed Officials and Department Heads hired before April 1, 2022 shall accrue personal leave days as follows: One Personal Day after accruing 128 hours of sick leave, a 2nd Personal Day after accruing 152 hours of sick leave, a 3rd Personal Day after accruing 192 hours of sick leave, and a 4th Personal Day after accruing 336 hours of sick leave. Personal Days do not come off of accrued sick leave. Personal days are calculated at the beginning of each fiscal year for that year, based on the Sick balance as of the final pay period ending in November.

Appointed Officials and Department Heads hired after April 1, 2022 may convert unused sick leave into personal leave at a 4:1 ratio, meaning Appointed Officials and Department Heads may trade in four unused whole days of sick leave (32 hours) for one day of personal leave (8 hours). Appointed Officials and Department Heads cannot convert partial days of sick leave for personal leave, only whole days will be converted. Once Payroll has processed the conversion, the Appointed Official or Department Head cannot have the personal leave converted back to sick leave. Appointed Officials and Department Heads should consult with Payroll or Human Resources for further questions.

Personal leave days may not be carried over from one fiscal year to the next. Personal leave may be taken in one-half ½ hour increments.

One Personal Day and 2nd Personal Day when have accrual of 128 hours of sick leave, 3rd Personal Day when have 152 hours accrued, and 4th Personal Day

~~when have 192 accrued. The Personal Days do not come off of accrued sick leave. They are calculated at the beginning of each fiscal year for that year. Personal leave days may not be carried over from one fiscal year to the next.~~

C. ~~FAMILY DEATH~~

~~In the event of a death in the immediate family of an employee (spouse, parents, mother-in-law, father-in-law, step child, grandparents, step parents, guardians, children, brother, sister, grandparents, grandchildren), the employee shall be granted three (3) consecutive days leave of absence with full pay on those days included in the employee's scheduled work week to make household adjustments or to attend funeral services.~~

~~In the event of a death of an employee's aunt, uncle, niece, nephew, first cousin, brother-in-law, sister-in-law, daughter-in-law, son-in-law, or grandparents-in-law, the employee shall be granted a one day (1) leave of absence with full pay on that day included in the employee's scheduled work week to attend the funeral. To be eligible for funeral leave for an "in-law," an employee must be married at the time of the funeral.~~

~~The step relationship is determined by the employee's current marriage. To be eligible for funeral leave for an "in-law," an employee must be married at the time of the funeral.~~

D. ~~CIVIC DUTY LEAVE~~

~~A Department Head called for jury duty shall be allowed time away from work with pay for such purpose. "Civic Duty Leave" as used herein includes required reporting for jury duty when summoned until excused for the day.~~

E. LEAVE WITHOUT PAY

Any requests for leave without pay shall be submitted in writing by the employee to the County Board Chairman [Pro-Tem](#) at least ten (10) working days prior to the date of departure if at all possible. The request shall state the reason the leave of absence is being requested and the length of time off that the employee desires.

Authorization for a leave of absence must be in writing and must contain the signature of the County Board Chairman [Pro-Tem](#).

No seniority, vacation benefits, sick leave or holiday benefits shall accrue during a leave of absence. Employees shall be returned to the position they held at the time the leave of absence was requested. Any employee on leave of absence

shall not receive compensation from the employer during such period.

Leaves of absence not to exceed the term of appointment or six (6) months, whichever is less, may be granted by the employer for any reasonable purpose and may be extended to a maximum of one (1) year. What constitutes a reasonable purpose in each case shall be determined by the County Board Chairman Pro-Tem.

VI. HOSPITALIZATION MEDICAL INSURANCE

The employer will provide all Appointed Officials and Department Heads with individual coverage under its health and hospitalization plan. Beginning December 1, 1998, the employer will pay one hundred percent (100%) of the cost of individual coverage under the Madison County Government Plan. Dependent coverage shall be made to all Appointed Officials and Department Heads, provided a portion of the cost for such coverage is paid by employees through payroll deduction. The employer will pay no less than the contributions to premiums for dependent coverage as set forth in Appendix B as determined by the County Board.

Employees who elect dependent health coverage will relinquish four (4) days of sick leave entitlement per year of enrollment in the coverage.

In the event an Appointed Official or Department Head is on lay-off status or on authorized leave without pay, except for approved family and medical leave, for a period not to exceed one year, the Employer will provide for the immediate reinstatement of health and hospitalization insurance for said employee upon his/her return to employment with the employer.

VII. AMERICANS WITH DISABILITIES ACT

~~The employer will take all actions necessary to comply with all the relevant and applicable provisions of the Americans With Disabilities Act (ADA), which may include making a reasonable accommodation in response to a request from a qualified disabled employee. Examples of reasonable accommodations may include, but are not limited to, the following: changing work schedule; reassigning duties; or placing a qualified employee in a different available position.~~

VIII. DISCIPLINE AND DISCHARGE

Appointed Officials and Department Heads are subject to discipline and discharge actions. Disciplinary actions or measures include the following: oral and written reprimands, suspensions and discharge.

IX. TERMINATION

Appointed Officials and Department Heads serve at the pleasure of the Chairman Pro Tem and the County Board and may be terminated by the Chairman Pro Tem and County Board.

 -In the event the Department Head or Appointed Official is terminated, then thirty (30) days written notice of such termination shall be given. At the end of such thirty (30) days, the County agrees to pay severance benefits of a lump sum cash payment equal to three (3) months' aggregate salary and continue all benefits at the County's expense for that same period of time; PROVIDED, HOWEVER, that in the event Department Head/Appointed Official is terminated because of his/her conviction of any illegal act involving personal gain to the official, or for a felony under Federal or State Law, or a crime of moral turpitude, then, in that event, County shall have no obligation to pay the aggregate severance sum designated in this paragraph, nor to give prior notice of such termination.

In the event Department Head/Appointed Official voluntarily resigns his/her position with the County at any time, then he/she shall give the County thirty (30) days' notice in advance, unless the parties otherwise agree. Voluntary resignation by Department Head/Appointed Official will result in a loss of all severance pay and benefits by the County.

XI. GRIEVANCE PROCEDURES

Any Appointed Official or Department Head who has a grievance or dispute shall present said grievance or dispute within five (5) working days of the date of the grievance or dispute or the Department Head's knowledge of said grievance or dispute, to the County Board Committee which supervises his/her department or if there be no supervising Committee then said grievance or dispute shall be presented to the Chairman Pro-Tem of the County Board. If said grievance or dispute is not adjusted within five (5) working days thereafter or said adjustment is disputed by said Appointed Official or Department Head, he/she shall have three (3) working days thereafter to present a written request to the Chairman Pro-Tem of the County Board for a review by the County Board Executive Committee and the Executive Committee shall make a recommendation to the full County Board for final action.

The provisions of the Madison County Personnel Policy Handbook apply to Appointed Officials and Department Heads, except as modified herein.

XII. MILEAGE REIMBURSEMENT

The County will use the official published IRS mileage rate.

Appendix A

Department Heads

Animal Care and Control Administrator
Community Development Administrator
County Administrator
~~D~~Director of Administrative Services
~~Director of~~Emergency Management [Coordinator](#)
Director of Information Technology
Director of Safety & Risk Management
~~Executive~~Director of Employment & Training
Executive Director of Mental Health Services
Facilities Management Administrator
Health Department Administrator
~~Museum Superintendent~~
~~Planning and Development~~[Building and Zoning](#) Administrator
Superintendent Special Service Area #1
~~9-1-1 Emergency Telephone System Administrator~~

Appointed Officials

Board of Review
Chief County Assessment Official
County Engineer

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wiehardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneedler

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (4) items duly adopted.

* * * * *

The following item was pulled:

- 1. Amended Resolution to Amend the Madison County Legally Advised Policy Packet

* * * * *

The following (4) items were submitted and read by Ms. Glasper:

RESOLUTION TO PURCHASE EQUIPMENT AND INSTALLATION TO CONNECT THE CITY OF HIGHLAND TO THE MADISON COUNTY MICROWAVE SYSTEM AND TO CONNECT THE CITY OF HIGHLAND’S FIRE DEPARTMENT RADIO SYSTEM TO THE MADISON COUNTY DISPATCH SYSTEM FOR MADISON COUNTY 911 EMERGENCY TELEPHONE SYSTEM BOARD

WHEREAS, the Madison County 911 Emergency Telephone System Board wishes to purchase equipment and installation services to connect the City of Highland to the Madison County microwave system and to connect the City of Highland’s fire department radio system to the Madison County dispatch system; and,

WHEREAS, this equipment and installation services are available from Global Technical Systems, Inc., as a Statewide 911 Administrator approved vendor; and,

Global Technical Systems, Inc.
2270 W. Morton Ave.
Jacksonville, IL 62650 \$42,454.97

WHEREAS, it is the recommendation of the Madison County 911 Emergency Telephone System Board for purchase of said equipment and installation services from Global Technical Systems, Inc. of Jacksonville, IL: and,

WHEREAS, the total price for this equipment and installation services will be Forty-two thousand four hundred fifty-four dollars and ninety-seven cents (\$42,454.97); and,

WHEREAS, this equipment and installation services will be paid using: FY 2022 Madison County 911 Emergency Telephone System Board Funds; and

WHEREAS, this purchase is reimbursable from the Statewide 911 Consolidation Grant; and,

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem is hereby directed and designated to execute said contract for the afore mentioned equipment and installation services with Global Technical Systems, Inc. of Jacksonville, IL.

Respectfully submitted by,

s/ Gussie Glasper
Gussie Glasper

s/ Joe Petrokovich
Joe Petrokovich

Chris Guy

s/ Judy Kuhn
Judy Kuhn

s/ Scott Prange
Scott Prange

Robert Pollard

s/ Stacey Pace
Stacey Pace

s/ Ellar Duff
Ellar Duff

s/ Eric Foster
Eric Foster

Bobby Ross

s/ Tom McRae
Tom McRae

Gussie Glasper

Nick Petrillo

s/ Ralph Well
Ralph Well

s/ Jamie Goggin
Jamie Goggin

s/ Terry Eaker
Terry Eaker

s/ Bob Coles
Bob Coles

s/ Erica Harriss
Erica Harriss

**PUBLIC SAFETY COMMITTEE
NOVEMBER 4, 2022**

Brendon McKee
**ETSB
OCTOBER 26, 2022**

s/ Ryan Kneedler
Ryan Kneedler
**FINANCE & GOVERNMENT
OPERATIONS
NOVEMBER 10, 2022**

* * * *

RESOLUTION TO PURCHASE TWO (2) NEW MODEL YEAR 2023 FORD POLICE INTERCEPTOR UTILITY AWD VEHICLES WITH POLICE VEHICLE EQUIPMENT PACKAGES FOR THE MADISON COUNTY CORONER'S OFFICE

Mr. Chairman and Members of the County Board:

WHEREAS, the Madison County Coroner's Office wishes to purchase two (2) new model year 2023 Ford Police Interceptor All Wheel Drive Replacement Vehicles with Police Vehicle Equipment Packages; and,

WHEREAS, these vehicles and equipment are available for purchase under the State of Illinois Contract; and,

Morrow Brothers Ford, Inc. 1242 Main Street Greenfield, IL 62044	\$96,920.00
CONTRACT TOTAL	<u>\$96,920.00</u>

WHEREAS, it is the recommendation of the Coroner’s Office for purchase of said vehicles under the present State of Illinois Contract: and,

WHEREAS, the total price for these vehicles will be Ninety-six thousand nine hundred twenty dollars (\$96,920.00); and,

WHEREAS, this project will be paid for with FY 2023 Coroner’s Capital Outlay Funds.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to execute said contract with Morrow Brothers Ford, Inc. of Greenfield, IL for the aforementioned vehicles.

Respectfully submitted,

s/ Gussie Glasper
Gussie Glasper

Chris Guy

s/ Judy Kuhn
Judy Kuhn

Robert Pollard

Bobby Ross

s/ Eric Foster
Eric Foster

Nick Petrillo

Gussie Glasper

s/ Terry Eaker
Terry Eaker

s/ Jamie Goggin
Jamie Goggin

s/ Stacey Pace
Stacey Pace

s/ Erica Harriss
Erica Harriss

**PUBLIC SAFETY COMMITTEE
NOVEMBER 4, 2022**

s/ Ryan Kneedler
Ryan Kneedler
**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

* * * *

REVISED RESOLUTION TO PURCHASE 226 MOTOROLA RADIOS AND 5 MOTOROLA CONTROL STATIONS FOR THE MADISON COUNTY SHERIFF’S OFFICE

WHEREAS, the Madison County Sheriff’s Office wishes to purchase 118 Motorola APX6000 portable radios, 88 Motorola APX4500 mobile radios, 20 Motorola APX6500 Mobile Radios and 5 Motorola APX Console control stations, and;

WHEREAS, these radios and control stations are available for purchase from Motorola Solutions, Inc. under the ECF Grant Project; and,

Motorola Solutions, Inc.
500 W. Monroe St.
Chicago, IL 60061

\$742,542.92

WHEREAS, it is the recommendation of the Sheriff’s Office for purchase of said radios and control stations from Motorola Solutions, Inc.: and,

WHEREAS, Motorola Solutions, Inc. met all specifications at a total price of **Seven hundred forty-two thousand five hundred forty-two dollars and ninety-two cents (\$742,542.92)**; and,

WHEREAS, this project will be paid for with FY 2022 Sheriff Capital Outlay Funds; and

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Madison Illinois, that the County Board Chairman Pro Tem be hereby directed and designated to execute said contract with Motorola Solutions, Inc. of Chicago, IL for the aforementioned Motorola radios and control stations.

Respectfully submitted,

s/ Gussie Glasper
Gussie Glasper

Chris Guy

s/ Judy Kuhn
Judy Kuhn

Robert Pollard

Bobby Ross

s/ Eric Foster
Eric Foster

Nick Petrillo

Gussie Glasper

s/ Terry Eaker
Terry Eaker

s/ Jamie Goggin
Jamie Goggin

s/ Stacey Pace
Stacey Pace

s/ Erica Harriss
Erica Harriss

**PUBLIC SAFETY COMMITTEE
NOVEMBER 4, 2022**

s/ Ryan Kneeder
Ryan Kneeder
**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

* * * *

**A RESOLUTION AUTHORIZING REALLOCATION OF PREVIOUSLY APPROVED PET
POPULATION GRANTS**

WHEREAS the Pet Population Grant Commission has been created by the Madison County Animal Care and Control to implement spay/neutering for residents of Madison County that meet the income eligibility and to offset cost of spay/neutering of pets to be adopted; and

WHEREAS the Madison County Animal Care and Control has budgeted non-spay/non-neutered fees for the FY 2022 Pet Population Fund Grant to be used during the grant period of December 1, 2022 through November 30, 2023; and

WHEREAS applications for grants were received from interested humane organizations and have been reviewed by Madison County Animal Care and Control administration; and

WHEREAS the Madison County Animal Care and Control recommends that the following grants be awarded.

NOW, THEREFORE, BE IT RESOLVED by the County Board of the Madison County, Illinois that it hereby authorizes grants to be made from the Madison County Animal Care and Control Pet Population budget to the recipients below for spay/neutering for low income Madison County residents and to humane organizations for spay/neutering of animals taken from Madison County Animal Care and Control to be adopted including feral cats that are pulled from Madison County Animal Care and Control.

Metro East Humane Society	\$17,500
Partners for Pets	\$17,500

Respectfully submitted,

s/ Gussie Glasper
Gussie Glasper

Chris Guy

s/ Judy Kuhn
Judy Kuhn

Robert Pollard

Bobby Ross

s/ Eric Foster
Eric Foster

Nick Petrillo

Gussie Glasper

s/ Terry Eaker
Terry Eaker

s/ Jamie Goggin
Jamie Goggin

s/ Stacey Pace
Stacey Pace

s/ Erica Harriss
Erica Harriss

**PUBLIC SAFETY COMMITTEE
NOVEMBER 4, 2022**

s/ Ryan Kneeder
Ryan Kneeder
**FINANCE & GOVERNMENT OPERATIONS
COMMITTEE
NOVEMBER 10, 2022**

The ayes and nays called on the motion to approve resulted in a vote as follows:

AYES: Kuhn, Pace, Meyer, Madison, Doucleff, Walters, Holliday, Malone, Gray, Pollard, King, Babcock, Eaker, Valentine, Minner, Messner, Wichardt, Foster, Petrillo, Glasper, Goggin, Guy, Harriss, Dalton, and Kneeder

NAYS: None

AYES: 25. NAYS: 0. Whereupon the Chairman declared the foregoing (4) items duly adopted.

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UNFINISHED BUSINESS:

Mr. Walters: I want to thank everybody for voting for Mr. King. I've known him for quite a while. I was afraid that if I said anything, he might actually lose votes. Doug, you better do better at this job than you did at golf, please.

* * * *

Mr. Petrillo: Mr. Chairman, fellow board members. In a few short weeks here, I guess we're going to be bringing in nine new members into the Madison County Board. We're going to have 11 people that are going to leave; Judy Kuhn, Mike Walters, Bruce Malone, Jack Minner, Liz Dalton, Erica Harriss, Aaron Messner had all chose to not run. And I just simply would like to thank you for your service. To Erica, also extend to you, congratulations and I know that you'll work very hard for District 56 in the interest of this county. And personal note to Jack, thank you so much for serving as a mentor, and an example for so many of us that have served and I thank you, sir, for your years of service. Also, Mr. Chairman, to Chris Hankins, Eric Foster, Gussie Glasper, and Jamie Goggin, four very fine people that endured, in my opinion, one of the nastiest campaigns I've seen in Madison County. Thank you all for your service, because you're honest and upright, and you stood not only for your district for the best interests of this county. Finally, Mr. Chairman, if I may, this as a final thing, and this was a really tough one. To a lady that I hold in very high esteem, who served with true character, humility, and integrity, thank you, thank you, thank you for your service to this county, Debbie Ming-Mendoza. Thank you, Mr. Chairman.

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NEW BUSINESS:

Mr. Foster: I'll keep this as brief as I possibly can. But this last month, we have visited an unpleasant situation which we're continuing to look at. And as we dig further into this, we find more and more information. And you've stated on many occasions, that in 2020, the board was forced to take decisive action against Mr. Hulme and Mr. Dorman for acts unbecoming most people on this board. And you stated multiple times that you had no knowledge of their activity. You can imagine the more confusion is confused when you find a newspaper article as early as May, and I'll quote as County Administrator, I found rampant prohibited political activity that was authorized by county ordinance to investigate misuse of county resources and did so with Chairman Prenzler's knowledge. Who's telling the truth? Mr. Hulme stated and wrote a letter to the editor of the paper saying you had complete knowledge of his activity of looking into people's emails yet you tell us that you had no knowledge. So who's telling the truth?

Mr. Prenzler: I'm telling you the truth.

Mr. Foster: So you're going to go on record saying that Mr. Hulme was incorrectly quoted in this newspaper, and we would expect some type of correction in the upcoming newspapers stating that this is false?

Mr. Prenzler: It is false, and at the time that came out, I did speak to Mr. Hulme. I actually asked him to retract it, and he would testify to that effect.

Mr. Foster: That's all I have.

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Ms. Glasper moved, seconded by Ms. Kuhn to recess this session of the Madison County Board meeting until December 21, 2022. **MOTION CARRIED.**

ATTEST: Debbie Ming-Mendoza
 County Clerk

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