

RESOLUTION NO. #1

WHEREAS, Susan E. Ottens began working for Whiteside County as a General Clerk in the Court Services Office on January 1, 1984 and;

WHEREAS, Susan E. Ottens is retiring after 32 years of service to Whiteside County, and the people of the County of Whiteside;

NOW, THEREFORE BE IT RESOLVED, that the County Board of Whiteside does hereby honor Susan E. Ottens for her diligence and exemplary performance as General Clerk for Court Services, Deputy Circuit Clerk, Chief Deputy Circuit Clerk, and the Circuit Clerk in Whiteside County, and to its citizens, and;

BE IT FURTHER RESOLVED, that the County Clerk of Whiteside County be directed to forward a copy of this Resolution to Susan E. Ottens.

Passed and adopted this 15th day of November, 2016 A.D.

BY AND FOR THE WHITESIDE COUNTY BOARD

ATTEST:

James Duffy, Chair

Dana Nelson, County Clerk



Hospice of the Rock River Valley

2600 N. Locust St., Suite B, Sterling, IL 61081 * 815-625-3858 * Fax 815-625-6152
www.hospicerockriver.org

October 16, 2016

Whiteside County Board
c/o Whiteside County Courthouse
200 E. Knox Ave.
Morrison, IL 61270

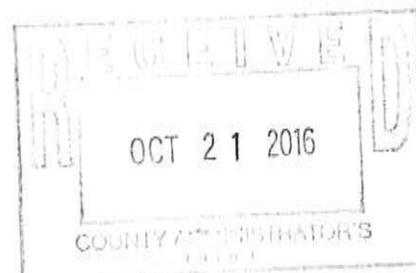
Dear Whiteside County Board:

On behalf of the board and staff at Hospice of the Rock River Valley, thank you so much for your Senior Services Funding Grant of \$5,773.00. We greatly appreciate your support of the hospice mission and services in the Sauk Valley area.

Your funding allows us to continue to provide quality compassionate care to the terminally ill and their families without burden of cost to them. As we expand our services to patients and families, our mission remains our foundation. With Hospice, we give hope to families and comfort to patients. Generosity, such as yours will help us continue this tradition of caring for our communities.

Sincerely,

The Board and Staff of Hospice of the Rock River Valley
Emily Taylor
Executive Director



WHITESIDE COUNTY
Building Report - Oct 2016

Cat	Type Consturction	2016				2015			2016-15	
		# Pmts		Val. of Constr.		#	Val. of Construction	Difference	Value	
		Mo. Yr.	Mo.	Yr.	Pmt	# of permits				
	RESIDENTIAL									
101	Single-Family Home - Detached	9		2,057,000	18	3,001,280		-9	-944,280	
102	Single-Family Home - Attached									
103	Two-Family Home									
104	Three- and Four-Family Homes									
105	Five- or more Family Homes									
110	Mobile Homes	3		83,038				3	83,038	
115	Moved Residential Building									
	RESIDENTIAL - OTHER									
213	Hotel/Motel/Cabin/Apt. Hotel									
214	Other Nonhousekeeping Shelter									
	NONRESIDENTIAL									
318	Amusement/Social/Recreational									
319	Church/Other Religious									
320	Industrial									
321	Parking Garages									
322	Service Stations/Repair Garages									
323	Hospital/Institutional									
324	Office/Bank/Professional									
325	Public Works/Utilities	1		200,000	2	105,000		-1	95,000	
326	School/Educational									
327	Stores/Customer Services									
328	Other Nonresidential	8	67	338,200	62	4,988,782		5	-1,949,696	
329	Structures other than Buildings	1	27	200	29	232,700		-2	-169,069	
335	Moved Nonresidential Buildings									
	ADDITIONS/CONVERSIONS									
434	Residential	5	32	126,300	35	994,626		-3	-440,386	
437	Nonresidential/Nonhousekeeping	1	10	175,000	14	2,201,610		-4	9,735,890	
438	Garages/Carports	3	19	36,191	30	802,300		-11	-408,281	
	TOTAL	18	168	675,891	190	12,326,298		-22	6,002,216	

STATE OF ILLINOIS)
)
WHITESIDE COUNTY)

WHITESIDE COUNTY PLANNING AND ZONING COMMISSION
RECORD OF PUBLIC HEARING ON OCTOBER 20, 2016

A public hearing was held by the Whiteside County Planning and Zoning Commission on October 20, 2016 at 7:00 p.m. in the County Board Room of the Law Enforcement Center, Morrison, Illinois. The Meeting was called to order by the Chair, Jerry Ratajczak. The Chair led those present in the Pledge of Allegiance.

Commission Members present were Jerry Ratajczak, Robert Bubbers, Penny Hayes, Virginia Ray, Ken Roeder and Gail Goodell. Brian Wetzell was absent. Others present were Sue Britt, Glen Frank and Jim Duffy of the County Board; Petitioner; E. Stuart Richter, Zoning Officer/Secretary to the Commission and Heather Lindstrom, Recording Secretary.

MINUTES:

Mrs. Hayes moved that the minutes of the September 15, 2016, public hearing be approved as printed. Mrs. Ray seconded and the motion carried 6-0.

CASE #: 688, Zoning Ordinance addition of Solar Power

The Chair called Case # 688 filed with the Development Office on September 28, 2016 and noted that the petition was represented by the petitioner. The Secretary then read the Public Notice, as attached to the Certificate of Publications, requesting a change to the Zoning Ordinance, and declared that it was in order and that the hearing could be held.

TESTIMONY:

The following testified under oath: E. Stuart Richter, Planning & Zoning Administrator addressed the board to explain the text amendment. In recent months, Whiteside County has been contacted by at least 3 or 4 solar farm developers. It was the combined decision of the county's Board Chair, Administrator, States Attorney, Economic Development Director and himself to be proactive and add appropriate language to our Zoning, Planning and Development Ordinance. This petition is a request to add Section 39-268, Solar Power, to that ordinance.

There are three areas of the use of solar power covered by section 39-268. These include permitted accessory uses to individual homes or businesses found in section (d), solar gardens of up to 5 acres in size found in section (e) (1) and solar farms being over 5 acres in size found in section (e) (2).

Essentially there are two ways of using solar power. Photovoltaic systems convert solar energy into electricity. This is the type used in solar farms, solar gardens and most individual applications. Solar power can also be converted to heat which has applications for heating water or air.

Solar energy is collected by solar panels. These panels can be building mounted, ground mounted or pole mounted. Individual structures, residential or business, can use any of the three. Solar gardens tend to be ground mounted and solar farms can be either ground or pole mounted.

The general use of solar panels would be up to individual property owners. The use of Solar Gardens would be up to developers of subdivisions or residents in existing subdivisions. Solar farms would be developed by private developers on leased land. Overall use of solar may be dependent on location and climate.

OBJECTIONS:

There were no parties present wishing to object.

WRITTEN COMMUNICATIONS:

There was a letter from Whiteside County Farm Bureau passed out to the PZC members. Mr. Richter addressed some of the Farm Bureau's concerns:

- They thought that the county was adopting this regulation too fast – Mr. Richter pointed out that we have already had interest by 2 companies with specific sites, maybe three or four companies altogether.
- They felt that the ordinance may be large, cumbersome and complex and light on details such as decommissioning. Mr. Richter countered that by being a being a special use we do not necessarily need great detail in the ordinance. There is latitude for the county to specify any requirements needed on a case by case basis.
- They felt that the county should avoid these kinds of simplistic regulations. Mr. Richter said that he was not sure how it could be large, cumbersome and complex and still be considered simplistic.
- They feared that we were venturing into over regulating agricultural uses by requiring control of vegetation on agricultural land. Mr. Richter pointed out that our Stormwater Management Ordinance and the federal NPDES Phase II regulations say that the county does have some say in controlling vegetation as a part of a special use. This would be with regard to stopping erosion. He did think that it should be left up to the land owner and developer to decide on the ground cover to be used and maintenance methods such as livestock (Sec. (e) (2) and (e) (2) Solar Farms.
- He also pointed out that as far as “zoning agriculture”, the special use will only apply to land that is being “removed from farming” to “grow” a solar farm. It is then no longer an “agricultural use”, which is not subject to county zoning, but a commercial use which is subject to our zoning.
- It was not clear to Mr. Richter why all uses of solar power need to be special uses. Individual applications of solar power should just be accessory uses and come under any applicable building codes. Solar Gardens will either built into new subdivisions as accessory uses or worked out among property owners if to be included in an existing subdivision. Solar Gardens are not mini-solar farms to just be started on any vacant 5 acre parcel.
- Mr. Richter discussed the recommendation that the setbacks be more than the 10 feet suggested in the proposed ordinance. The PZC can recommend a change as one seemed advisable by the discussion of the PZC members tonight.
- The Farm Bureau thought that the section on decommissioning is weak. This is on purpose. It is a part of the special use that will be necessary. All appropriate measures will be incorporated in each special use as each individual solar farm request will dictate. Each special use will include financial assurances as a part of the agreement in accordance with the recommendation of the States Attorney’s office.

Gail Goodell made a motion to accept into record the letter from Whiteside County Farm Bureau. Robert Bubbers seconded and the motion passed.

DECISION OF THE COMMISSION:

Penny Hayes made a motion to table the Solar Power ordinance until 7:00 p.m. on November 17, 2016, the next regular meeting of the PZC. Gail Goodell seconded and the motion passed.

OLD BUSINESS:

The Boathouse case of Rita Kelly was appealed to the County Board and that appeal will be the night of the November county board meeting.

NEW BUSINESS:

We also have a Variance case in November

ADJOURN:

Ken Roeder moved the Public Hearing be adjourned. Gail Goodell seconded and the motion passed. The Public Hearing adjourned at 8:06 P.M.

(A tape recording of this Public Hearing is on file)

E. Stuart Richter



County Maintenance Resolution

RESOLVED, by the County board of Whiteside County, that \$1,384,388.30

is appropriated from the Motor Fuel Tax allotment for the maintenance on county or State highways and meeting the requirements of the Illinois Highway Code. and be it further

RESOLVED, that maintenance sections or patrols be maintained under the provision of said Illinois Highway Code beginning January 1, 2017 and ending December 31, 2017, and be it further

RESOLVED, that the County Engineer/County Superintendent of Highways shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in funds authorized for expenditure by said Department under this appropriation, and be it further

RESOLVED, that the County Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

Approved	STATE OF ILLINOIS Whiteside County, } ss. I, Dana Nelson County Clerk, in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of
Date	Whiteside County, at its meeting held at Morrison, IL on November 15, 2016 <small>Date</small> IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in
Department of Transportation Regional Engineer	in said County, this _____ day of _____ A.D. (SEAL) _____ County Clerk.

**2017 COMPUTATIONS FOR WHITESIDE COUNTY
EQUIPMENT RENTAL RATES
USING 1.369 INDEX FACTOR**

PAGE #	VEHICLE	NUMBER	AMOUNT
P.51	PICKUP TRUCKS	#2,3,4,5,6,7,8,10,12,14,15	\$12.87
P.52	SIGN TRUCK W/ GENERATOR, TOOLS (\$0.364 X 16,000) ÷ 1000+\$14.55	#16	\$27.89
P.52	SERVICE TRUCK W/GENERATOR, TOOLS (\$0.364 X 8,380) ÷ 1000+\$14.55	#19	\$24.09
P.52	TANDEM DUMP TRUCK (10 YD) (\$0.50 X 50,000) ÷ 1000 + \$10.98	#20,21,23,24,25,26,27,29,33	\$49.26
P.52	TANDEM DUMP TRUCK (10 YD) (\$0.50 X 60,000) ÷ 1000 + \$10.98	#22	\$56.10
P.52	SINGLE AXLE DUMP TRUCK (7YD) (\$0.50 X 36,000) ÷ 1000 + \$10.98	#28,31	\$39.67
P.52	TWO TON DUMP TRUCK (\$0.50 X 18,000) ÷ 1000 + \$10.98	#37	\$27.35
P.52	SINGLE AXLE DUMP TRUCK (3.25YD) (\$0.50 X 10,500) ÷ 1000 + \$10.98	#38,39	\$22.22
P.52	SEMI TRACTOR TRUCK (\$0.38 X 52,000) ÷ 1000 + \$15.50	#30	\$48.27
P.39	TRUCK SNOW PLOW "A" (ONE WAY)		\$11.64
P.40	TRUCK SNOW PLOW "S" (SWIVEL)		\$13.01
p.39	TRUCK SCRAPER "D"		\$11.64
	TRUCK WING "E" (patrol wing for #20,21,22 & 25)		\$13.48
P.43	TRUCK SALT/SAND SPREADERS "B"		\$8.08
P.42	TRUCK CHEMICAL PRE WET "C"		\$4.72
P.21	MOTORGRADER (\$2.10 X 33,480) ÷ 1000 - \$18.55	#61	\$70.86
P.40	MOTORGRADER SIDE PLOW "A"		\$17.52
P.41	MOROTGRADER V - PLOW "D"		\$20.06
	MOTORGRADER SNOW WING "E"		\$19.85
P.45	TRACTOR (110 HP) (110 X \$0.204) + \$2.27	#85	\$33.83
P.45	TRACTOR (65 HP) (65 X \$0.204) + \$2.27	#83,84,88	\$21.26
P.22	MOWERS BATWING	#93,94,95,96,97	\$9.65
P.14	DISTRIBUTORS (TANK) (\$2.10 X 2000 GAL) ÷ 1000 + \$15.10	#100,109	\$26.42
	DISTRIBUTORS (CHASSIS) (\$0.38 X 33,000) ÷ 1000 + \$15.10		\$38.39
	PROPANE (FOR DISTRIBUTOR)		\$1.45
P.34	ROLLER PNEUMATIC (\$0.255 X 80HP) + \$16.13	#101, 107	\$50.01

(6)

PAGE #	VEHICLE	NUMBER	AMOUNT
P.34	ROLLER VIBRATORY (\$0.264 X 46.4HP) + \$9.88	#102	\$30.30
	2 TON ASPHALT HAULER	#103	\$17.80
P.42	CHIP SPREADER (SELF PROP.)	#106	\$70.78
	SEMI TRAILER TANK	#112	\$21.56
P. 10	AIR COMPRESSOR (\$0.038 X 185 CFM) + \$3.40 *NOTE: ADD \$3.32/HR. FOR EACH COMBO OF TOOLS USED	#113	\$14.28
P. 5	BRUSH CUTTER	# 116	\$15.54
P.5	BRUSH CHIPPER (\$0.101 X 85HP) + \$7.55	#118	\$22.10
P.53	WELDER (50HP X \$0.15) + \$0.87	#121	\$11.46
P.42	SPRAYER (\$6.00 X 300 GALLONS) ÷ 1000 +\$3.07	#124	\$6.67
P.46	ENDLOADER (\$0.247 X 143HP) + \$3.43	#125	\$53.05
P.46	ENDLOADER (\$0.247 X 130HP) + \$3.43	#126	\$48.65
p. 13	DISK	#127	\$8.62
P. 46	SKIDSTEER (\$0.201 X 74.3 HP) + 5.93	#128	\$28.56
P.47	LOWBOY TRAILOR FIXED GOOSENECK (\$0.147 X 35 TON) + \$5.22	#130	\$14.20
P.48	Felling FT40 Tag Trailer (\$0.147 X 18 TON) + \$5.22	#131	\$10.77
P.46	TRACTOR - LOADER/BACKHOE (\$0.50 X 90HP) - \$11.67	#132	\$45.63
P.24	PAVEMENT MARKER	#133	\$74.54
P.22	MOWER (\$1.06 X 60) ÷ 12	#137	\$7.26
P.16	EXCAVATOR (105HP X \$0.405) + (1.787 X 1.12 CUYD) + \$2.10	#139	\$63.84
	POST HOLE DIGGER AUGER (TRACTOR ATTACHMENT)	#140	\$5.13
P.44	ROAD SWEEPER	#142	\$62.36
P.18	JOINT CLEANER	#143	\$5.89
P.10	PLATE COMPACTOR	#144	\$4.11

PAGE #	VEHICLE	NUMBER	AMOUNT
P.18	JOINT SEALER (\$21.00 X 125 GALS) ÷ 1000 + \$6.10	#145	\$11.95
	TAILGATE MULCHER	#146	\$11.18
P.35	CEMENT SAW (0.26 X 13HP) + \$1.52	#182	\$6.71
P.31	ROAD DRAG	#190	\$4.79
P.44	STRAW CRIMPER	#193	\$3.83
	POLARIS UTILITY VEHICLE	#302	\$10.26

2016EQUIPMENTRENTAL

8

PETITION

Section # 16-36133-BA-BR

**TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
COUNTY BOARD OF WHITESIDE COUNTY, ILLINOIS:**

WHEREAS, I find it necessary to construct or repair the existing structure located on Crosby Road, approximately 1/8 miles South of its intersection with Covell Road (SN 36114) in Section 7, Clyde Township, Whiteside County, Illinois; and,

WHEREAS, the cost will be more than 0.02% of the value of all taxable property in the Township of Clyde as equalized or assessed by the Department of Revenue and the tax rate for road purposes for each year for the 2 (two) years last past in said Township has been not less than the maximum allowable rate as provided for in Sections 6-501 of this code of all taxable property in the Township of Clyde, as equalized or assessed by the Department of Revenue.

THEREFORE, I petition the County Board of Whiteside County, Illinois to appropriate and levy from the County Treasury, County Bridge Fund, \$ 6,715.49 to meet one-half of the Local Agency's share of cost of said construction or repair. The estimated cost for said construction of or repair is \$ 13,430.98.

DATE: 10/26/16

Ray Peterson
Commissioner of Highways

County of Whiteside)) SS Township of Clyde
State of Illinois)

I, Dana Nelson, County Clerk, in and for said County, in the State of Illinois, and keeper of the records and files thereof as provided by Statute, do hereby certify the foregoing to be a true, perfect, and complete copy of a petition adopted by the County Board of Whiteside County, Illinois, at its regular meeting held at Morrison, Illinois on _____, 20____.

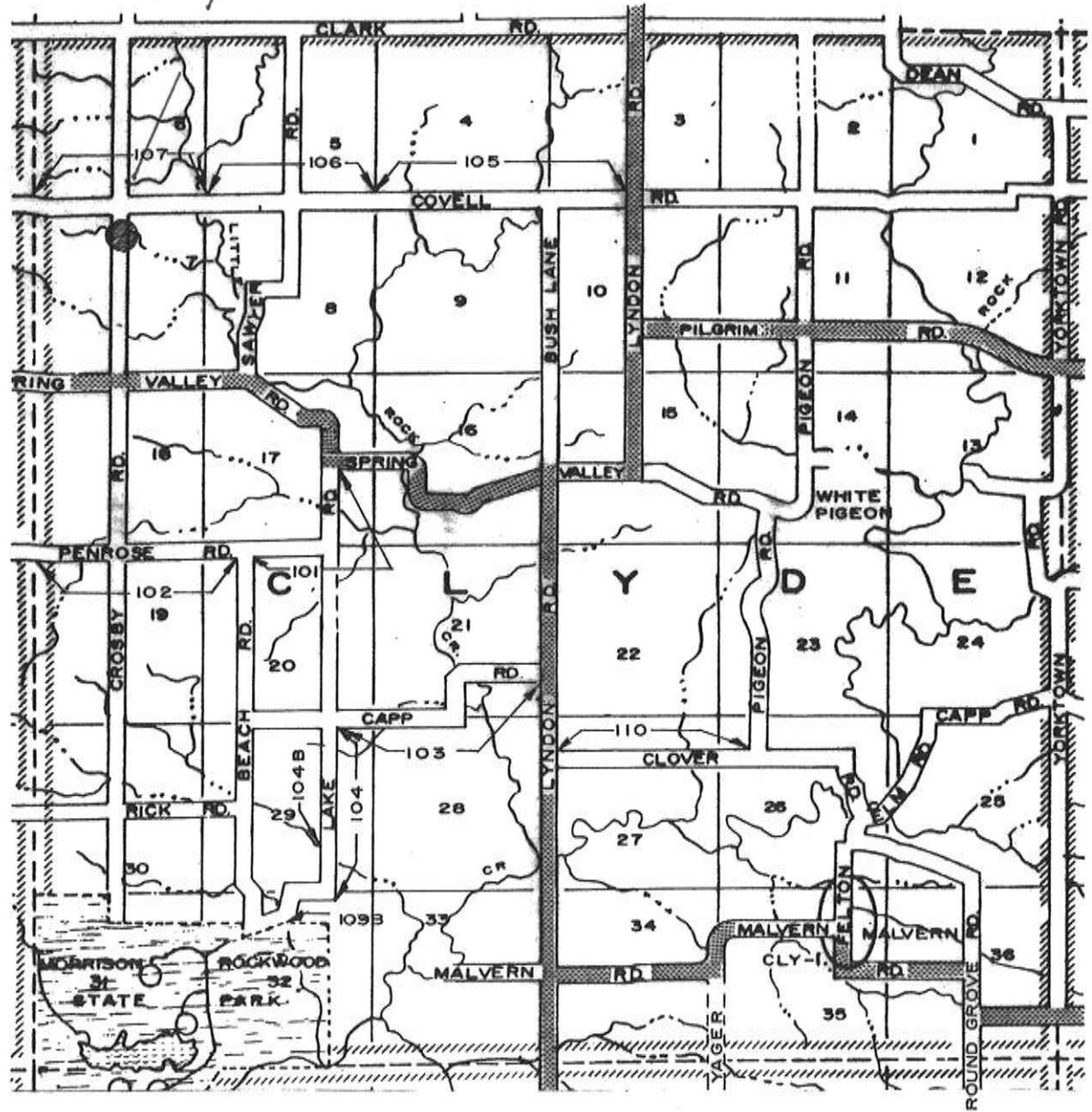
IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Morrison, Illinois in said County this _____ day of _____, 20____.

County Clerk



Sec. # 16-36133-BA-BR

R 5 E



T 22 N

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE WHITESIDE COUNTY AIRPORT BOARD**

The regular monthly meeting of the Whiteside County Airport Board was held October 13, 2016 at the Terminal Building at the Whiteside County Airport at 5:00 p.m. Present for the Board were: Chairman Stan Domack, Jerri Robinson, Chris King, Dave Koster and John Zaeske. Others present were County Board Representatives Jim Duffy, Tom Ausman, Sue Britt and Ruth Stanley. Others present were Ron Hammer, Bill Havener, Augie Ufkin, Chris Arndt, Kathie Zaeske, Drew Wilkens, Don Rosengren and Dave Murray.

Chairman Domack called the meeting to order and asked for the roll call. The Chairman then asked for approval of the minutes of the September 13, 2016 meeting.. Upon motion and second, the minutes were unanimously approved as written. The following financial transactions were reported:

The itemized bills were presented for payment, a copy of which is attached hereto. Upon motion duly made and seconded, the bills were unanimously approved, 5 votes in the affirmative.

CD Interest	\$706.74
4 th RE Tax Distribution	\$64,462.12
Total Disbursements for October 2016 (See Itemized list of bills attached	\$15,702.90

The following Receipts and Accounts Receivable were reported. Upon motion duly made and seconded, the Receipts and Accounts Receivable were unanimously approved, 5 votes in the affirmative

RECEIPTS

T-Hangar Rents	\$4,182.00
Radio Ranch, Inc.	--
Illinois State Police	--
M & M Aviation Services – Flowage Fee	\$189.89
Perry Ports – 6SW Garage	\$100.00
Jeff Conklen – 6NE Garage	\$300.00
Civil Air Patrol - Building B Rent	--
Dave Murray	\$300.00
Koenig Body & Equipment – Tax Refund	\$16.77
State of Illinois – Reimbursement SQI-4363	103.31
State of Illinois	\$14,227.44
	<hr/> \$19,419.41

(11)

FUEL

Total Gallonage sold by M & M Aviation, Ltd. For month of: September
Total Jet A Gallons Pumped: 858
Total 100 LL Gallons Pumped: 1487

BUSINESS & ECONOMIC REPORT

For the month of: September

M & M Aviation Services, Ltd.	Visitors and Fuel Customers:	15	25
Radio Ranch, Inc.	Customer Planes:	19	19
	Total		<hr/> 44

OTHER SPECIAL BUSINESS

NONE

ACCOUNTS RECEIVABLE

Stan Tinker	2C	October	\$107.00
Nelson Hostetler	3C	September & October	\$201.00
Illinois State Police	4C	May & July & Oct- Nov & Feb., Nov, Feb., Mar- July	\$6,042.88
Greg Dempsey	6A	July & October	\$272.00
Jeff Kelly	6C	October	\$136.00
		TOTAL	<hr/> \$6,758.88

Old Business.

1. Hangar 4. Chairman Domack reported that he and member Koster went to Hangar 4 and critically reviewed the repairs necessary. They believe that while there is rust on the bottom of the doors, the framing is solid and it they believe a good welding job will provide decent repairs much cheaper than the replacement quotes. They have talked to Tom Rowzee and he believes he can do the work for \$400.00 - \$500.00 per door.
2. Hangar 5 Flashing Repair. Member Koster contacted the Schweiss Company which has a rubber boot for the bottom of the doors designed to prevent water from getting under the doors at a price of \$208.66 per 40 foot door. After discussion, a motion was made, seconded and passed unanimously to try the welding repairs for Hangar 4G and also purchase one of the Schweiss boots for Hangar 5C, the state police hangar. Member Koster volunteered to assist with the installation.

(12)

New Business.

1. TIPS Meeting. Mike Dowell, Jerri Robinson, Dave Koster and Dave Murray attended the TIPS meeting in Springfield this afternoon. It was a very informative session. It was stressed that our five-year programs have to include at least \$750,000.00 or the federal government will give our entitlement funds of \$150,000.00 per year to someone else. We can save entitlement funds up to 4 years but not beyond that. We can use our entitlement funds for snow removal equipment. We were advised to send our new reimbursement forms to the email address of Dot.AeroContracts@Illinois.gov to make certain all DOT parties are aware of them. We were also advised that any Airport which wishes to close, such as Dixon, is required to repay the federal government the unamortized value of the improvements funded by the federal government. In Dixon's case this would amount to about \$5 million at the present time. The Board decided that it would approve the TIPS projects for the next 5 years at the November meeting with the engineers will have the final listing prepared.
2. Tree Removal Project. Mike reported that the local tree cutters did not bid on the obstruction clearing project for Runway 25 and the only bid received was from Homer Tree Service, Inc. of Lockport, IL in the amount of \$34,550.20. A local informal bid was about \$12,000.00 and the engineers' estimate was \$24,300 but since no local tree service will handle a project for a variety of reasons the state has approved the single bid of Homer. After discussion, a motion was made, seconded and passed unanimously approving the contract with Homer in the amount of \$34,550.20 and authorizing the Chairman and Secretary to execute the removal contract. The Airport Board will have to pay the contract and obtain reimbursement from IDOT.

Manager's Report

1. Vault Repair. Mike reported that taxiway circuit number 1 failed and Bob Henson diagnosed it and repaired it by using the extra breaker in the breaker box.

Public Comment. None

Next Meeting. The next regular meeting is scheduled for November 17, 2016 at 5:00 p.m. at the Airport Terminal Building.

Adjournment. There being no further or other business to come before the meeting, on motion duly made, seconded and passed unanimously, the meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Secretary

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THIS FACILITY STOPPED RECEIVING WASTE ON SEPTEMBER 18, 1992.

Date: 10/27/16 Time: 10:00 am Temperature: 47 °F

Weather Conditions: Sunny (Cloudy) Windy Precipitation: (None) Rain Snow

GENERAL SITE CONDITIONS

Site Security

- | | | |
|---|--------------|-------------|
| 1. Evidence of trespassing | Yes | <u>(No)</u> |
| 2. All signs posted and in good condition | <u>(Yes)</u> | No |
| 3. Access roads in good condition | <u>(Yes)</u> | No |

Vegetation and Stability

- | | | |
|--|--------------|-------------|
| 4. Drainage ditch in good condition | <u>(Yes)</u> | No |
| 5. South parcel slope in good condition | <u>(Yes)</u> | No |
| 6. South parcel vegetation acceptable | <u>(Yes)</u> | No |
| 7. North parcel slopes in good condition | <u>(Yes)</u> | No |
| 8. North parcel vegetation acceptable | <u>(Yes)</u> | No |
| 9. Standing water | Yes | <u>(No)</u> |
| 10. Exposed waste | Yes | <u>(No)</u> |
| 11. Leachate / Seepage | Yes | <u>(No)</u> |
| 12. Odor migration | Yes | <u>(No)</u> |

Groundwater

- | | | |
|--|-----|-------------|
| 13. Visible damage to groundwater monitoring wells and/or perimeter gas probes | Yes | <u>(No)</u> |
| 14. Visible damage to horizontal wells and pumps | Yes | <u>(No)</u> |

Leachate Collection

- | | | |
|---|-----|--------------|
| 15. Tank Level | | <u>13.5'</u> |
| 16. Visible damage to leachate containment, tank, pumps, etc. | Yes | <u>(No)</u> |

Landfill Gas System

- | | | |
|--|--------------|-------------|
| 17. Visible damage to gas collection / conveyance system / flare station | Yes | <u>(No)</u> |
| 18. Flare Running | <u>(Yes)</u> | No |

Comments/Notes:

Attach additional sheet that describes location, description of problems, and proposed remedies with time frame for correction.

THE FINDINGS OF THIS INSPECTION WERE DISCUSSED WITH APPROPRIATE PERSONNEL, CORRECTIVE ACTIONS WERE IDENTIFIED AND AN IMPLEMENTATION SCHEDULE WAS MUTUALLY AGREED UPON.

Whiteside County Representative:

Brian Meinhardt

Next Inspection Date:

11/30/16

14

SSA#2 SEWER USAGE '15
ENGINEER'S ESTIMATE: 750,000 GAL./Mo.

Month	Monthly Usage		Quarterly	Whiteside Co.	Quarterly	City of Sterling	Quarterly	Total
	Gallons		Usage-Gal.	Revenue	Revenue	Revenue	Revenue	Revenue
Jan. '15	590,760			\$317.00		\$1,643.65		\$1,960.65
Feb.'15	475,836			\$255.40		\$1,324.87		\$1,580.27
Mar. '15	1,118,892		2,185,488	\$599.40	\$1,171.80	\$3,105.07	\$6,073.59	\$3,704.47
Apr. '15	1,011,696			\$542.20		\$2,809.06		\$3,351.26
May '15	1,276,428			\$683.40		\$3,693.31		\$4,376.71
Jun. '15	1,243,740		3,531,864	\$666.20	\$1,891.80	\$3,600.43	\$10,102.80	\$4,266.63
Jul. '15	1,461,936			\$782.60		\$4,228.99		\$5,011.59
Aug. '15	1,674,396			\$896.60		\$4,844.59		\$5,741.19
Sep. '15	1,243,998		4,380,330	\$666.20	\$2,345.40	\$3,600.43	\$12,674.01	\$4,266.63
Oct.'15	818,916			\$439.00		\$2,373.55		\$2,812.55
Nov.'15	677,664			\$363.40		\$1,965.31		\$2,328.71
Dec.'15	931,812		2,428,392	\$499.40	\$1,301.80	\$2,699.71	\$7,038.57	\$3,199.11
Jan. '15 - Dec. '15	12,526,074		12,526,074	\$6,710.80	\$6,710.80	\$35,888.97	\$35,888.97	\$42,599.77

SSA#2 SEWER USAGE '16
ENGINEER'S ESTIMATE: 750,000 GAL./Mo.

Month	Monthly Usage		Quarterly	Whiteside Co.	Quarterly	City of Sterling	Quarterly	Total
	Gallons		Usage-Gal.	Revenue	Revenue	Revenue	Revenue	Revenue
Jan. '16	845,400			\$453.00		\$2,449.15		\$2,902.15
Feb.'16	656,592			\$352.20		\$1,904.83		\$2,257.03
Mar. '16	885,372		2,387,364	\$474.60	\$1,279.80	\$2,565.79	\$6,919.77	\$3,040.39
Apr. '16	980,292			\$525.40		\$2,840.11		\$3,365.51
May '16	1,223,052			\$655.00		\$3,851.10		\$4,506.10
Jun. '16	1,341,252		3,544,596	\$718.20	\$1,898.60	\$4,222.40	\$10,913.61	\$4,940.60
Jul. '16	1,229,796			\$658.60		\$3,872.25		\$4,530.85
Aug. '16	1,327,788			\$711.00		\$4,180.10		\$4,891.10
Sep. '16	1,333,368		3,890,952	\$714.20	\$2,083.80	\$4,198.90	\$12,251.25	\$4,913.10
Oct.'16								\$0.00
Nov.'16								\$0.00
Dec.'16			0		\$0.00		\$0.00	\$0.00
Jan. '16 - Dec. '16			9,822,912					\$0.00



18762 Lincoln Road
Morrison, IL 61270
(815) 772-7308
(815) 772-5665 Fax

October 5, 2016

Whiteside County
200 East Knox St.
Morrison, IL 61270

Re: Prairie Hill RDF
Activity Summary Third Quarter 2016

The Whiteside County / Waste Management Agreement requires Prairie Hill RDF to submit quarterly activity reports to the County. This report includes waste volumes, origin of waste, monitoring data, accidents, and air space consumption. This report covers the facility activities for July 1 through September 30. The required information is summarized below.

I. Waste Volumes: (Attachment 1)

A. Municipal Solid Waste (MSW)

Out of County	54,286.40	Tons
In County	23,223.69	Tons

B. Yardwaste

Out of County	0	Tons
In County	391.72	Tons

C. Recyclables

In County	7.16	Tons
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II. Airspace Consumption:

The airspace consumed for period: 103,347 BCY
(Calculation based on density of 1500 lb per BCY.)
$$\frac{\text{Tons} \times 2000}{1500} = \text{BCY}$$

III. Monitoring: (Attachment 2)

- A. Groundwater & Leachate See Attachment 2a
- B. Landfill Gas See Attachment 2b

IV. Accidents:

There were no accidents to report for this quarter.

If you have any questions or require additional information, please do not hesitate to contact me at (815) 772-7308.

Sincerely,
Prairie Hill RDF



Mike Wiersema
District Manager

Waste Inspection Activity
 7/1/2016 to 9/30/2016

Printed: 9/29/2016

<u>Date</u>	<u>Time In</u>	<u>Time Out</u>	<u>Duration</u>	<u>Loads</u>	<u>Problems</u>	<u>Drop Off</u>	<u>Initial Site</u>
7/5/16	7:00 am	8:40 am	1.67	15	0	N	N
7/6/16	7:00 am	8:40 am	1.67	19	0	N	N
7/6/16	1:00 pm	3:30 pm	2.50	14	0	N	N
7/7/16	12:30 pm	1:20 pm	0.83	7	0	N	N
7/8/16	9:00 am	12:20 pm	3.33	27	0	N	N
7/11/16	9:00 am	12:00 pm	3.00	31	0	N	N
7/12/16	9:00 am	12:00 pm	3.00	24	0	N	N
7/14/16	7:45 am	10:45 am	3.00	20	0	N	N
7/18/16	8:30 am	11:30 am	3.00	25	1	N	N
7/19/16	9:15 am	1:15 pm	4.00	40	1	N	N
7/20/16	7:30 am	11:30 am	4.00	30	1	N	N
7/25/16	8:30 am	11:30 am	3.00	26	0	N	N
7/27/16	9:30 am	12:30 pm	3.00	27	0	N	N
7/28/16	8:30 am	12:30 pm	4.00	30	0	N	N
8/1/16	8:00 am	11:30 am	3.50	24	0	N	N
8/2/16	8:30 am	12:00 pm	3.50	26	0	N	N
8/4/16	9:30 am	12:30 pm	3.00	29	0	N	N
8/8/16	7:30 am	11:00 am	3.50	40	0	N	N
8/10/16	7:15 am	10:45 am	3.50	28	0	N	N
8/11/16	8:30 am	11:30 am	3.00	23	0	N	N
8/15/16	8:30 am	11:45 am	3.25	19	1	N	N
8/17/16	12:00 pm	3:30 pm	3.50	20	0	N	N
8/19/16	10:15 am	1:15 pm	3.00	33	0	N	N
8/22/16	10:30 am	2:00 pm	3.50	31	0	N	N
8/25/16	8:15 am	11:45 am	3.50	23	0	N	N
8/26/16	9:00 am	12:00 pm	3.00	35	1	N	N
8/29/16	9:00 am	12:30 pm	3.50	34	0	N	N
8/31/16	10:45 am	2:15 pm	3.50	26	0	N	N
9/2/16	8:45 am	11:45 am	3.00	24	0	N	N
9/6/16	8:30 am	12:00 pm	3.50	26	0	N	N
9/7/16	7:30 am	11:08 am	3.63	24	0	N	N
9/9/16	9:00 am	12:00 pm	3.00	24	1	N	N
9/12/16	8:00 am	11:30 am	3.50	27	0	Y	N
9/13/16	10:00 am	1:30 pm	3.50	34	0	Y	N
9/15/16	9:00 am	12:00 pm	3.00	25	1	N	N
9/19/16	9:30 am	1:00 pm	3.50	36	0	N	N
9/20/16	9:00 am	12:30 pm	3.50	30	0	N	N

OK B7 

<u>Date</u>	<u>Time In</u>	<u>Time Out</u>	<u>Duration</u>	<u>Loads</u>	<u>Problems</u>	<u>Drop Off</u>	<u>Initial Site</u>
9/23/16	8:00 am	11:00 am	3.00	10	0	N	N
9/26/16	8:45 am	12:15 pm	3.50	24	0	N	N
9/27/16	8:15 am	11:45 am	3.50	29	0	N	N
9/29/16	8:15 am	11:15 am	3.00	16	0	N	N
Totals:			129.88	1,055	7		

Submitted By: B. J. J. J. 9/30/16

Waste Problems Observed
7/1/2016 to 9/30/2016

Printed: 9/29/2016

7/18/2016 Load Observation: Hauler: AW Vehicle Type: front load
2 printers and a fax machine removed. Driver took with
7/19/2016 Load Observation: Hauler: Wiersema Vehicle Type: roll-off
printer/fax machine removed, driver took with
7/20/2016 Load Observation: Hauler: AW Vehicle Type: front load
tire in load, driver took for disposal
8/15/2016 Load Observation: Hauler: AW Vehicle Type: front load
26 tires in load, driver took for disposal
8/26/2016 Load Observation: Hauler: Moring Vehicle Type: top load
TV in load, driver took for disposal
9/9/2016 Load Observation: Hauler: Moring Vehicle Type: roll-off
TV in load, driver took for disposal
9/12/2016 Drop Off Center Observation: Printer in North box
9/13/2016 Drop Off Center Observation: *Newspaper box is full*
9/15/2016 Load Observation: Hauler: tidy bug Vehicle Type: roll-off
tire in load, driver took for disposal

Submitted By: *Beth Jensen* *9/30/16*

November 2016 Committee meeting report

This summer two of our superintendents presented at the Illinois Association of School Administrators Annual Conference.

Dr.P.J. Caposey, Superintendent of Meridian School District #223 shared Leading Instruction: Leveraging the Evaluation Process.

Brad Cox, Superintendent of Erie Community School District #1 spoke about the Erie Tech Academies.

Safety Inspections

We have now completed inspections for school buildings in Sterling (6 schools), Rock Falls Elementary (4 schools), Rock Falls High School, Morrison (4 Schools), Rochelle Elementary (5 Schools), Rochelle High School, Ashton-Franklin Center (2 schools), Eswood, Chana, Erie (3 Schools), Newman, East Coloma, Montmorency, Christ Lutheran, St. Andrew, St. Mary Sterling, St. Mary Dixon, St. Anne Dixon, Oregon (2 of 3 Schools), Dixon (4 of 5 Schools), and Meridian (2 of 4 Schools). We still need to inspect Amboy, Byron, Creston, Forrestville Valley, Kings, Prophetstown-Lyndon-Tampico, Polo, River Bend, Steward, St. Paul Rochelle, and Unity Christian Fulton.

There are three of us conducting the inspections using local fire departments whenever possible. Paul, Michele and I have been finding very few violations and many of those we have been finding are corrected the same day. Sometimes the facilities manager will radio one of their staff and things will be fixed before we leave the building. We have had great cooperation from the districts and their staff.

October Professional Development

October– 190 Participants

- 10/3 – KIDS Refresher @ ROE #47
- 10/6 – NGSS Day 1 (Oregon SIP Day) @ Oregon District
- 10/7 – NGSS Day 2 (Oregon SIP) @ Oregon District
- 10/11 – The Danielson Framework for Effective Teaching (St. Mary's-Dixon, St. Anne's, St. Mary's-Sterling, Newman Teacher Institute Day) @ St. Mary's School-Parish Center
- 10/14 – Illinois Math Partnership Program (MAP) Follow- Up #1 @ SVCC
- 10/18 – Mentor Training – Day 2 @ ROE #47
- 10/21 – Illinois Science Partnership Program (SAP) Follow- Up #1 @ SVCC
- 10/21 – Superintendents Meeting @ Dixon District Office

Report of Official Acts

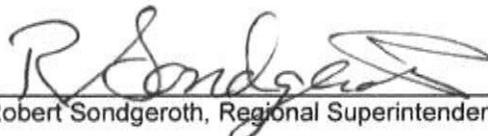
Regional Office of Education General Operations – FY17

	July-Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
❖ Employees	49			
❖ Grant Programs	15			
❖ Walk-Ins Assisted	445			
❖ Phone Calls Taken	2603			
❖ Criminal Background Checks	331			
❖ Truant Referrals	183			
❖ Regional Safe School Referrals	13			
❖ Educational Highlights Newsletters Published	1			
❖ Jump Start Newsletters Published	1			
❖ PAT/First Years Newsletters Published	3			
❖ Reg. Board of School Trustees Meetings	0			
❖ Treasurers' Bonds Approved	26			
❖ Annual School Audits Reviewed	0			
❖ Substitute Teacher Lists Prepared	2			
❖ Reorganization Hearings	0			
❖ Bi-County Board of Control Meetings Attended	3			
❖				
Number of School Visits				
❖ Public	43			
❖ Non-Public	6			
Funds Received				
❖ Federal	1,046,163.31			
❖ State	321,814.58			
❖ Local	1,210,446.06			
Funds Distributed				
❖ Federal	405,616.72			
❖ State	67.64			
❖ Local	1,029,194.45			
Teaching/Paraprofessional Certificates				
❖ Educators Registered	262			
❖ Licenses Registered	270			
❖ Licenses Issued	89			
❖ Endorsements Issued	13			
❖ ETS Paraprofessional Tests Administered	10			
❖ Paraprofessional Issues	24			
❖ Substitute Teachers added to Sub List	10			
❖ School Administrators Employed FY16	145			
❖ School Teachers Employed FY16	1673			
❖ School Service Personnel Employed FY16	1399			

Report of Official Acts – FY17 (Continued)

	July - Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
School Buildings				
❖ Life Safety Inspections	28			
❖ Plans/Specifications Reviewed	4			
❖ Health/Life Safety Funds Approved	21			
Professional Development				
❖ Administrator Trainings/Meeting	2			
❖ Administrators Served	40			
❖ Teacher Workshops	25			
❖ Teachers Served	718			
GED				
❖ Diplomas Issued	10			
Bus Drivers				
❖ Initial Courses	2			
❖ Initial Course Participants	21			
❖ Refresher Courses	7			
❖ Refresher Course Participants	306			

I affirm to the Whiteside County Board that this is a true account of my official acts, for the months of July - September, 2016, as Lee/Ogle/Whiteside County Regional Superintendent of Schools.


Robert Sondgeroth, Regional Superintendent of Schools

WHITESIDE COUNTY COURT SERVICES

October 2016

ADULT DIVISION

PRE-SENTENCE INVESTIGATIONS	Ordered: 3 Pending: 9
ACTIVE SUPERVISION	Beginning: 630 New: 55 Closed: <u>51</u> Ending: 634
ADMINISTRATIVE CASELOAD	368
TOTAL CASELOAD	1002
DRUG COURT CLIENTS	13
DOC COMMITMENTS	2
TRANSFERRED CASES	12
VIOLATIONS REPORTED	33
PUBLIC SERVICE WORK	Beginning: 310 New: 17 Closed: <u>20</u> Ending: 307 Hours Completed: 2368

JUVENILE DIVISION

SOCIAL INVESTIGATIONS	Completed: 0
ACTIVE SUPERVISION	Beginning: 57 New: 9 Closed: <u>9</u> Ending: 57
ADMINISTRATIVE CASELOAD	9
TOTAL CASELOAD	66
INTAKE SCREENINGS	11
DOC COMMITMENTS	1
TRANSFERRED CASES	0
VIOLATIONS REPORTED	4
PUBLIC SERVICE WORK	Beginning: 27 New: 2 Closed: <u>3</u> Ending: 26 Hours Completed: 32

ELECTRONIC MONITOR HOME DETENTION

EMHD/GPS	Beginning: 8
	New: 1
	Closed: <u>2</u>
	Ending: 7

FEES COLLECTED

RESTITUTION	\$11,305.85
EMHD	\$3,836.00
PROBATION FEES	\$14,424.50
CARE KEEP	\$1,640.00

PLACEMENTS	Juveniles	Total Days	Cost Per Day	Total Cost
Arrowhead Ranch:	0	0	\$184.04	\$0.00
Focus House:	1	26	\$115.00	\$2,990.00
Mary Davis Home:	6	30	\$125.00	\$3,750.00
Mary Davis Home:	0	0	\$100.00	\$0.00
			Medical & Incidentals:	\$303.00
			TOTAL:	\$7,043.00

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JUDICIARY COMMITTEE REPORT

Feb-16 **Mar-16** **Apr-16** **May-16** **Jun-16** **Jul-16** **Aug-16** **Sep-16** **Oct-16**

TOTAL DEPOSITS for month \$322,591.00 \$368,722.83 \$279,392.64 \$252,459.10 \$267,022.76 \$273,661.24 \$270,074.17 \$289,396.77 \$285,370.53

ACH (online payments) \$45,833.53 \$44,759.63 \$47,876.35 \$43,681.68 \$36,086.80 \$31,897.40 \$35,691.68 \$44,339.87 \$26,430.00
 Epay 2 (eplea & epay) \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$3,040.00 \$20,496.00
 as part of total

TOTAL CHECKS issued for month \$313,032.61 \$299,820.83 \$289,098.64 \$237,162.10 \$302,867.76 \$252,595.60 \$232,973.17 \$253,966.72 \$281,657.93

WHITESIDE COUNTY
 of this total portions received
 **Fines and Fees \$176,413.48 \$169,928.94 \$162,864.96 \$147,171.59 \$192,555.20 \$153,233.75 \$139,846.48 \$151,073.48 \$160,825.50
 **Clerk \$65,277.18 \$64,787.71 \$69,279.89 \$51,582.84 \$78,050.24 \$58,701.24 \$48,190.33 \$59,673.62 \$63,618.42
 **Court Automation \$34,491.02 \$32,719.18 \$36,589.81 \$37,871.83 \$39,132.43 \$36,175.43 \$34,795.95 \$41,797.97 \$22,454.12
 **Court Records Storage \$11,650.54 \$11,961.99 \$10,339.45 \$9,392.65 \$10,814.00 \$10,478.50 \$9,742.32 \$8,253.96 \$12,475.59
 **Probation \$11,777.50 \$12,035.66 \$10,278.00 \$9,487.00 \$10,752.34 \$10,463.52 \$9,674.54 \$8,298.16 \$12,488.04
 **E-Citations \$20,057.81 \$18,371.33 \$10,633.24 \$15,527.58 \$10,882.75 \$12,038.30 \$13,603.64 \$9,913.36 \$16,157.68
 \$0.00 \$0.00 \$67.00 \$129.00 \$332.50 \$237.00 \$252.00 \$288.30 \$312.30

RESTITUTION - Court Services \$12,892.27 \$20,097.88 \$24,313.31 \$9,974.18 \$10,208.43 \$9,039.33 \$10,204.95 \$10,919.15 \$10,705.85

SHERIFF'S Department \$6,494.21 \$7,007.46 \$6,758.96 \$6,166.51 \$4,861.88 \$6,217.39 \$5,383.23 \$6,632.52 \$6,825.69

STERLING \$15,784.84 \$10,643.09 \$14,318.36 \$8,554.49 \$11,434.27 \$8,802.66 \$11,054.79 \$10,828.87 \$12,908.26

ROCK FALLS \$11,324.19 \$10,654.42 \$6,340.68 \$6,953.88 \$7,197.35 \$6,395.04 \$6,817.63 \$6,949.97 \$6,063.31

IL STATE TREASURER \$72,134.65 \$65,210.00 \$61,634.36 \$48,580.80 \$63,464.78 \$56,270.01 \$46,842.67 \$52,954.58 \$71,014.31

IL STATE POLICE \$5,029.45 \$6,406.65 \$6,408.83 \$4,032.17 \$4,170.28 \$3,259.14 \$3,811.54 \$4,690.15 \$4,426.47

JURY INFORMATION

Juror Fees paid \$5,600.00 \$7,100.00 \$2,850.00 \$0.00 \$0.00 \$400.00 \$0.00 \$3,725.00 \$1,850.00
 Number of Jury Trials 2 2 1 0 0 0 0 2 1
 Number of Jury Trial Days 4 6 2 0 0 0 0 3 2
 Grand Jury days 0 0 1 0 0 1 0 0 0

SC SERVICES INFORMATION

Payments from SC Services \$105.00 \$25.00 \$0.00 \$0.00 \$75.00 \$0.00 \$0.00 \$0.00 \$0.00
 SC Services collected by Clerk \$75.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$75.00 \$0.00 \$0.00
 Total \$180.00 \$25.00 \$0.00 \$0.00 \$75.00 \$0.00 \$75.00 \$0.00 \$0.00
 Previous Balance \$38,234.46 \$38,414.46 \$38,439.46 \$38,439.46 \$38,439.46 \$38,514.46 \$38,514.46 \$38,589.46 \$38,589.46
 Ending Total \$38,414.46 \$38,439.46 \$38,439.46 \$38,439.46 \$38,514.46 \$38,514.46 \$38,589.46 \$38,589.46 \$38,589.46

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COUNTY OF WHITESIDE, IL
RESOLUTION NO. ____
Resolution setting Juror Compensation and Jury
Trial Demand Fees

WHEREAS, pursuant to authority of the Counties Codes Act, 55 ILCS 5/4-11001 and the Code of Civil Procedure, 735 ILCS 5/2-1105 and previous County Board Resolution, the Circuit Clerk presently assesses and collects from the requesting litigant a fee for civil jury trial demands, and provides that the County Board compensates grand and petit jurors for their services, as designated by the above-referenced Acts, as well as payment of travel expense to grand and petit juror; and

WHEREAS, the County Board wishes to adjust compensation for Jurors and fees for Jury Trial Demand;

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of Whiteside, that the fee to be paid by the County of Whiteside to grand and petit jurors for their services in attending court shall be the \$25 per day inclusive of mileage.

BE IT FURTHER RESOLVED by the County Board of the County of Whiteside, that the Clerk of the Circuit Court of Whiteside County is hereby authorized and directed to charge and collect a fee of \$212.50 for a civil jury trial demand, as provided by the Clerks of Courts Act, 705 ILCS 105/27.1a(s) said fee to be collected from the first requesting party in each civil jury trial demand case. No fees will be assessed for alternate jurors.

This Resolution 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 Ordinance or parts thereof, in conflict herewith.
- C. Go into effect December 1st, 2016.

PASSED, ADOPTED AND APPROVED THIS 15th DAY OF NOVEMBER A.D. 2016.

James C. Duffy, Chair

ATTEST:

Dana Nelson, Clerk

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STATISTICS 2016

August Totals		September Totals		October Totals	
1st App - JA	0	1st App - JA	0	1st App - JA	1
1st App - JD	15	1st App - JD	6	1st App - JD	6
1st App - J	3	1st App - J	1	1st App - J	0
1st App/Plea Agreement	0	1st App/Plea Agreement	1	1st App/Plea Agreement	2
1st App - TR & CM	0	1st App - TR & CM	0	1st App - TR & CM	0
1st App - PTR	0	1st App - PTR	3	1st App - PTR	2
Stipulation	7	Stipulation	1	Stipulation	5
Adjudicatory Hearing	5	Adjudicatory Hearing	0	Adjudicatory Hearing	0
VOP Hearing	0	VOP Hearing	0	VOP Hearing	0
PTC/Status - JA	17	PTC/Status - JA	13	PTC/Status - JA	22
PTC/Status - TR & CM	0	PTC/Status - TR & CM	0	PTC/Status - TR & CM	1
PTC/Status - JD	48	PTC/Status - JD	22	PTC/Status - JD	36
PTC/Plea - JD	7	PTC/Plea - JD	11	PTC/Plea - JD	1
PTC/ TR & CM plea	1	PTC/ TR & CM plea	0	PTC/ TR & CM plea	0
PTC/Status - J	0	PTC/Status - J	2	PTC/Status - J	1
PTC/Plea - J	0	PTC/Plea - J	1	PTC/Plea - J	1

STATISTICS 2016

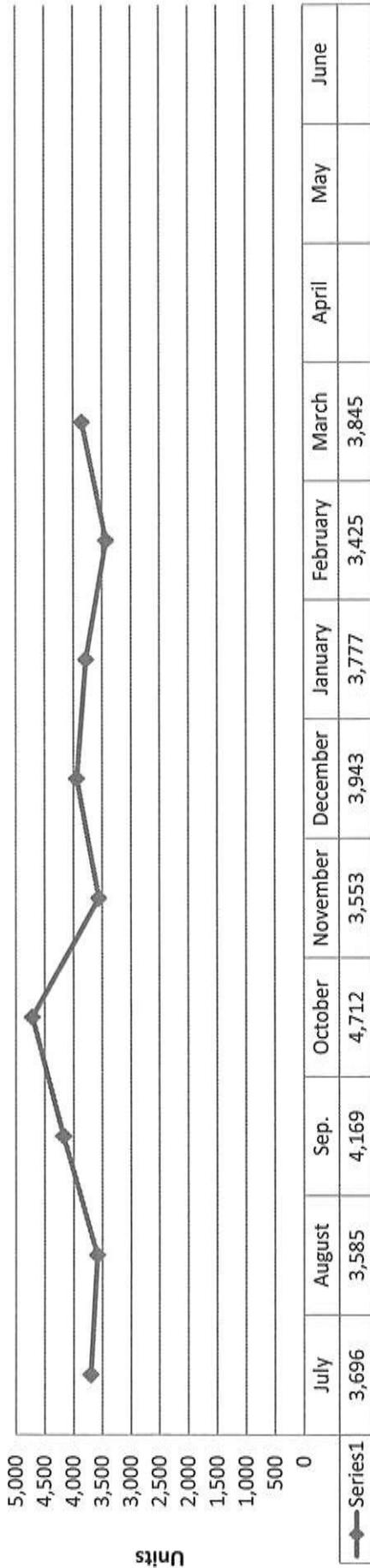
Motions – JA	6
Motions – JD	3
PTR Hearing	0
Trial/Sentencing	2
Permanency/Review	27
Court Review - JA	2
Court Review - JD	2
Shelter Care	3
Detention Hearing	1
Dispositional Hearing	3
# of POA s	89
# of cases w/GAL Fees	1
# of cases w/Restitution	3
# victims for Restitution	3
GAL Fees \$	\$150.00
Restitution \$	\$1,274.33
Reimbursement \$	\$775.00

Motions – JA	3
Motions – JD	1
PTR Hearing	0
Trial/Sentencing	0
Permanency/Review	23
Court Review - JA	0
Court Review - JD	2
Shelter Care	1
Detention Hearing	2
Dispositional Hearing	1
# of POA s	76
# of cases w/GAL Fees	3
# of cases w/Restitution	1
# victims for Restitution	1
GAL Fees \$	\$200.00
Restitution \$	\$30.00
Reimbursement \$	\$1,325.00

Motions – JA	6
Motions – JD	1
PTR Hearing	0
Trial/Sentencing	1
Permanency/Review	22
Court Review - JA	1
Court Review - JD	2
Shelter Care	2
Detention Hearing	1
Dispositional Hearing	5
# of POA s	86
# of cases w/GAL Fees	0
# of cases w/Restitution	1
# victims for Restitution	1
GAL Fees \$	\$0.00
Restitution \$	\$216.30
Reimbursement \$	\$0.00

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FY 15 Units



	FY 15	FY 14	Increase
July	3,696	2,806	890 *YMCA went 3 days in July = 300 trips
August	3,585	3,199	386
Sep.	4,169	3,653	516
October	4,712	4,574	138
November	3,553	3,512	41
December	3,943	3,479	464
January	3,777	3,151	626
February	3,425	4,025	-600
March	3,845	4,411	-566
April			0
May			0
June			0
	34,705	32,810	1,895 ↑
			6%

Resolution Number _____

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF DOWNSTATE OPERATING ASSISTANCE GRANT AGREEMENT

WHEREAS, the provision of public transportation service is essential to the people of Illinois; and WHEREAS, the Downstate Public Transportation Act (30 ILCS 740/2-1 *et seq.*) ("Act") authorizes the State of Illinois, acting by and through the Illinois Department of Transportation, to provide grants and make funds available to assist in the development and operation of public transportation systems; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including provision by it of the local share of funds necessary to cover costs not covered by funds provided under the Downstate Public Transportation Act.

NOW, THEREFORE, BE IT RESOLVED BY THE Whiteside County Board OF THE Whiteside County:

Section 1. That the Whiteside County enter into a Downstate Public Transportation Operating Assistance Agreement ("Agreement") with the State of Illinois and amend such Agreement, if necessary, for fiscal year 2017 in order to obtain grant assistance under the provisions of the Act.

Section 2. That the County Board Chairman of the Whiteside County is hereby authorized and directed to execute the Agreement or its amendment(s) on behalf of the Whiteside County for such assistance for fiscal year 2017.

Section 3. That the County Board Chairman of the Whiteside County is hereby authorized to provide such information and file such documents as may be required to perform the Agreement and to request and receive the grant funding for fiscal year 2017.

Section 4. That while participating in said operating assistance program the Whiteside County shall provide all required local matching funds.

PRESENTED and ADOPTED this _____ day of _____, 2016.

James Duffy

Attest: Whiteside County Clerk

Whiteside County Board Chairman

Title

Date

Resolution Number _____

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF SECTION 5311 GRANT AGREEMENT

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, 49 U.S.C. § 5311 ("Section 5311"), makes funds available to the State of Illinois to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 et seq. to provide the Section 5311 grant; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE Whiteside County:

Section 1. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for fiscal year 2017, for the purpose of off-setting a portion of the Public Transportation Program operating deficits of Whiteside County.

Section 2. That while participating in said operating assistance program the Whiteside County will provide all required local matching funds.

Section 3. That County Board Chairman of the Whiteside County is hereby authorized and directed to execute and file on behalf of the Whiteside County such application.

Section 4. That the County Board Chairman of the Whiteside County is authorized to furnish such additional information as may be required by the Office of Intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 5. That County Board Chairman of the Whiteside County is hereby authorized and directed to execute and file on behalf of the Whiteside County a Section 5311 Grant Agreement ("Agreement") with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for fiscal year 2017.

Section 6. That County Board Chairman *Official* of the Whiteside County is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2017.

PRESENTED and ADOPTED this _____ day of _____, 2016

James Duffy

Whiteside County Board Chairman
Title

Attest: Whiteside County Clerk

Date

Whiteside County

Premium Summary

12-1-16

	Expiring	Renewal
ICRMT Package:	\$275,610	\$293,094** [up 6%]
Cyber Risk: [11-15-16 renewal date] Lloyd's [current carrier] ICRMT [new option]	\$7497	\$7508 \$6206**
Workers Compensation: Bituminous ICRMT Brick Street	\$331,059	\$353,722** \$337,286 Indication only-\$355,000
Recommendation of committee:	\$614,166	\$653,022



COUNTY OF WHITESIDE, ILLINOIS

Whiteside County Courthouse ♦ 200 East Knox Street ♦ Morrison, Illinois 61270
 Voice: 815 / 772 - 5100 ♦ Fax: 815 / 772 - 5252
www.whiteside.org

Administrator's Office

Joel Horn, County Administrator

JHorn@whiteside.org

Staff

Deborah Workman
Administrative Assistant

Lori Keppen
Executive Secretary

Lynn Dykstra
Principal Clerk

Date: Monday, November 07, 2016
 To: Finance Committee
 From: Joel Horn, County Administrator
 Subject: Interfund Transfers

The following is a list of Interfund transfers to be executed prior to the fiscal year end for your approval:

From	Amount	To	Comments
Fund 10 - Public Works	\$535,000	Fund 01 - County Corporate	Transfer from Landfill Fund
Fund 04 - Capital Fund	\$15,000	Fund 31 - Senior Citizen Fund	Senior Cit. Grant
Fund 02 - Tort	\$24,655	Fund 01 - County Corporate	Salary reimbursement - Admin
Fund 18 - SSA 1	\$149,200	Fund 03 - SSA1 Cap Impr	Fund purchase of Ambul.
Fund 26 - Drug Prevention	\$74,000	Fund 01 - County Corp.	Salary reimbursement
Fund 18 - SSA 1	\$2,000	Fund 01 - County Corp.	Administrative expense
Fund 16 - Cir. Clrk. Automation	\$17,598	Fund 01 - County Corp.	Reim. for Emp. share of Health Ins.
Fund 04 - Capital Fund	\$337	Fund 01 - County Corporate	Reim. for Canine Expense
Fund 34 - Prob Serv Fund	<=\$15,000	Fund 01 - County Corp.	Reim. for Drug Court costs.
Fund 37 - Cir. Clrk Rec. Stor.	\$25,986	Fund 01 - County Corp.	Reim. for Emp. share of Health Ins.

CGH Emergency Services
SSA#1 Ambulance Committee
Operational Report
3rd Qtr. FY 2016 (July – Sept)
Oct 17th, 2016

Mission

CGH Emergency Medical Services (EMS) will provide prompt, skilled, and efficient delivery of Pre-Hospital care to the residents and visitors of Sterling/Rock Falls and the surrounding communities. We shall accomplish this through effective training, state-of-the-art technology, active partnerships with local and regional responders, and a strong commitment to customer service.

Response Times – see attached

Time of Call to Time of Dispatch – 1:17

This is the time dispatch picks up the phone to the time the crew is notified

- Current goal is <1:30

Time of Dispatch to enroute – 0:37

- This is the time the crew is notified until they go en-route on the call
- Current goal is < 2:00

Overall Rural and Urban Response times - Urban (6:15) and Rural (9:07)

- Both times are reflective of the amount of time it takes to get a crew quickly and safely to an incident. The time starts when dispatch receives the incident until the crew pulls up to the incident location. This accounts for all emergency responses both with lights and siren and without.
- Urban goal is < 6 minutes
- Rural goal is <10 minutes

Expenses –

- Pending tower repairs due to cracked welds on z-bracing. Completion in November.
- Solution - Replace tower section
- Furnace and AC replacement - Complete

RF station addition –

- Site survey
- Bid specifications

Truck purchase request –

- CGH request to purchase G23 from county

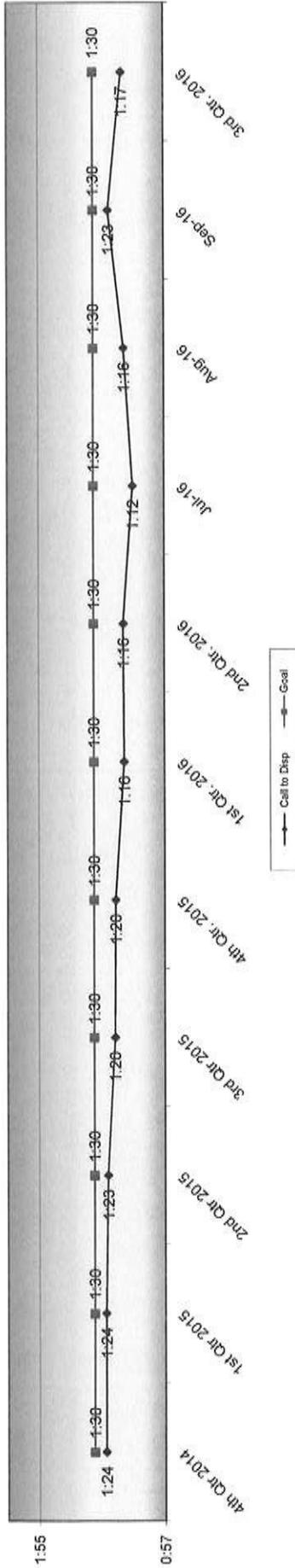
Finances –

- Ambulance Revenue/Expense report

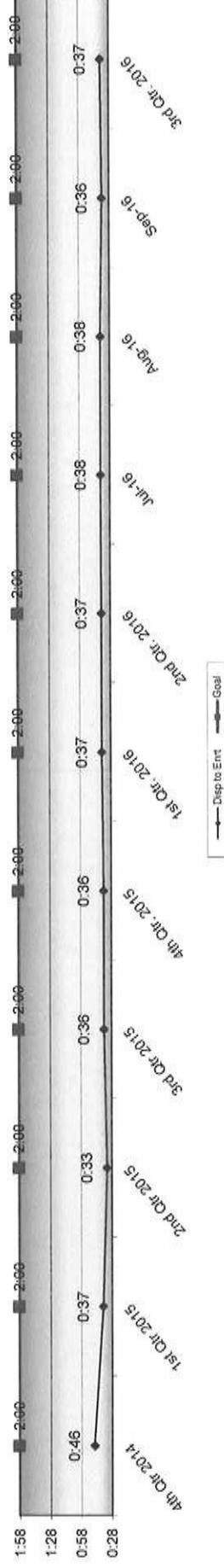
Respectfully Submitted,
Ryan Venema, EMT-P, Director
CGH Emergency Services

CGH Medical Center Prehospital
Ambulance Response Times
Critical Measure Report FY 2014-2016

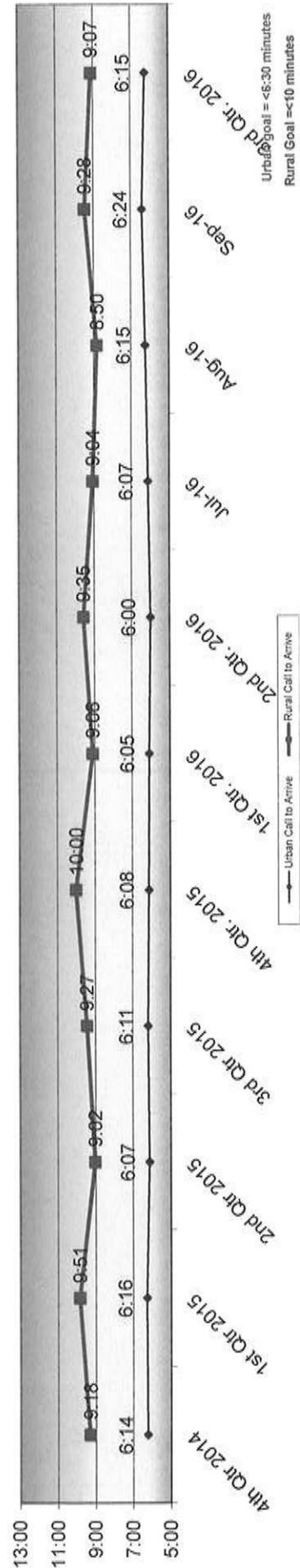
Time of Call to Time of Dispatch



Time of Dispatch to Time Enroute



Time of Call Until Arrival Time Rural and Urban



**AMBULANCE REPORT
SPECIAL SERVICE AREA DISTRICT #1
Fiscal 2016**

First quarter 2016 (January, February, March)			
	<u>FY 16</u>	<u>FY 15</u>	diff
Total requests for ambulance service	1443	1301	142
Total ambulance transports	1138	1054	84
Second quarter 2016 (April, May, June)			
	<u>FY 16</u>	<u>FY 15</u>	
Total requests for ambulance service	1337	1426	-89
Total ambulance transports	1088	1156	-68
Third quarter 2016 (July, Aug, Sept)			
	<u>FY 16</u>	<u>FY 15</u>	
Total requests for ambulance service	1458	1489	-31
Total ambulance transports	1143	1207	-64
Fourth quarter 2016 (Oct, Nov, Dec)			
	<u>FY 16</u>	<u>FY 15</u>	
Total requests for ambulance service		1397	
Total ambulance transports		1151	

YTD	Responses	4238	4216
	Transports	3369	3417

Vehicle status and replacement forecast

<u>Vehicles</u>	<u>Service Date</u>	<u>Current YTD</u>	<u>Remount/Replace</u>	
		<u>Miles</u>		
1-G-26 2011 Ford Medtec	Jan 11	156,405	2018	<u>BLS</u>
1-G-23 2011 Ford Medtec	Nov 11	151,103	2016	<u>ALS</u>
1-G-24 2012 Ford Medtec	Nov 12	142,898	2017	<u>ALS</u>
1-G-25 2013 Ford Medtec	Oct 13	50,560	2019	<u>ALS</u>
1-G-31 2016 Ford Horton	Jan 16	8,341	2021	<u>ALS</u>

as of 10/14/16

**AMBULANCE REPORT
SPECIAL SERVICE DISTRICT #1.**

Third Quarter
(July, August, September)

REVENUE:	#	Actual 2016 \$	#	Actual 2015 \$
ALS Assists	39	\$8,775	35	\$7,000
District - BLS	358	215,616	386	218,750
District - ALS	672	565,713	728	575,445
District - ALS2	0	-	7	6,923
Non-District - BLS	4	4,907	0	-
Non-District - ALS	16	20,504	8	10,721
Non-District - ALS2	0	-	0	-
Specialty Care Transports	27	45,792	20	32,000
Miscellaneous	27	14,840	23	11,500
Mileage	13,910	463,874	11,274	362,317
Total		\$1,340,021		\$1,224,656
Service Area #1 Payments		155,625		150,000
Misc income-Signs, ALS Assists		345		(185)
Less: Bad debt/contractuals **		(777,212)		(710,300)
NET REVENUE		\$718,779		\$664,171
AMBULANCE RUNS		1143		1207
EXPENSES:				
Salaries		416,376		398,704
Emp Benf (Health Ins, Work Comp, etc)		126,499		122,942
Payroll Taxes		31,105		29,900
Pension		43,344		38,540
Insurance		9,091		6,193
Depreciation		15,900		15,978
Donations				
Billing & Misc		13,008		11,288
Fire Dept Response		9,520		7,320
ALS Reimbursement				
Admin Supplies		801		986
Purchased Services				
Equip, furniture, etc				2,372
Computer Equip		760		
Membership dues		100		350
Subscription/Literature/Education		79		
Supplies - Pat Care		10,265		6,371
Medical Equipment				1,416
Uniform Expense		1,089		1,117
Fuel & Tolls		9,146		8,398
Telephone		2,250		2,060
Utilities		2,312		1,322
Pest Control				
Repairs (non-vehicle)		4,415		3,734
Vehicle Maint		5,749		5,705
Software Maintenance		1,142		6,197
Travel & Meeting		651		1,794
TOTAL		\$703,603		672,687
REVENUE OVER (UNDER) EXPENSES		\$15,176		(\$8,516)

** Bad Debt/Contractual rate:
Jan-Sep 2016 used 58%
Jan-Dec 2015 used 58%

**AMBULANCE REPORT
SPECIAL SERVICE DISTRICT #1**

9 months Y-T-D
January-September

REVENUE:	#	Actual 2016 \$	#	Actual 2015 \$
ALS Assists	93	\$20,925	91	\$18,200
District - BLS	1,117	673,248	1,080	612,977
District - ALS	1,973	1,659,404	2,068	1,636,445
District - ALS2	0	-	17	16,813
Non-District - BLS	9	10,821	5	6,130
Non-District - ALS	31	39,627	29	38,236
Non-District - ALS2	0	-	0	-
Specialty Care Transports	78	132,288	76	121,600
Miscellaneous	68	35,340	51	25,500
Mileage	40,454	1,387,306	37,718	1,242,100
Total		\$3,958,959		\$3,718,001
Service Area #1 Payments		466,875		450,000
Misc income-Signs, ALS Assists		420		750
Less: Bad debt/contractuals **		(2,296,196)		(2,156,441)
NET REVENUE		\$2,130,058		\$2,012,311
AMBULANCE RUNS		3,369		3,417
EXPENSES:				
Salaries		1,157,246		1,114,286
Emp Benf (Health Ins, Work Comp, etc)		391,804		393,789
Payroll Taxes		83,779		82,263
Pension		116,294		109,006
Insurance		23,418		19,098
Depreciation		56,603		47,931
Donations		-		-
Billing & Misc		36,731		33,294
Fire Dept Response		24,729		20,800
ALS Reimbursement		-		-
Admin Supplies		3,628		3,823
Purchased Services		492		-
Equip, furniture, etc		-		2,372
Computer Equip		2,206		(139)
Membership dues		100		1,725
Subscription/Literature/Education		79		40
Supplies - Pat Care		24,661		19,810
Medical Equipment		456		1,416
Uniform Expense		1,836		3,324
Fuel & Tolls		22,220		31,291
Telephone		6,815		4,892
Utilities		5,129		3,734
Pest Control		-		-
Repairs (non-vehicle)		15,219		18,058
Vehicle Maint		30,692		14,683
Software Maintenance		5,754		13,311
Travel & Meeting		2,994		4,840
TOTAL		\$2,012,887		\$1,943,645
REVENUE OVER (UNDER) EXPENSES		\$117,171		\$68,666

** Bad Debt/Contractual rate:
Jan-Sep 2016 used 58%
Jan-Dec 2015 used 58%

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WHITESIDE COUNTY BOARD ORGANIZATIONAL MEETING

DECEMBER 5, 2016 -- 6:30 PM

BOARD ROOM, LAW ENFORCEMENT CENTER

AGENDA

1. Call to Order (County Clerk)
2. Roll-Call (County Clerk)
3. Pledge of Allegiance (County Clerk)
4. Selection of a Chair *pro tempore* (County Clerk)
5. Appointment of Credentials Committee (Chair *pro tempore*)
(There may be a recess to provide the Credentials Committee sufficient time to review credentials.)
6. Credentials Committee Report and Recommendations
Action Item: After its examination of the certificates of election, the Credentials Committee will present a motion to find all/some of said certificates as "Regular." All certificates deemed regular by the Board shall automatically be filed in the County Clerk's Office without additional action.
7. New Members Oath of Office (by the County Clerk)
8. Selection of the Chair of the Whiteside County Board
 - a. Nominations – From the Floor
 - b. Motion to Close Nominations
 - c. Election
9. Selection of the Vice-Chair of the Whiteside County Board
 - a. Nominations – From the Floor
 - b. Motion to Close Nominations
 - c. Election
10. Seating of the Chair
11. Review and Approval of Board Rules – Proposed Rules Attached (the Chair) (attached)
Action Item: Adoption of the proposed County Board rules as either presented or amended.
12. Appointments to Standing, Advisory and Special Committees of the Whiteside County Board (the Chair)
13. Recess
14. Setting dates of the regular meeting of the Whiteside County Board and its Standing Committees for FY17. (Board members are reminded to bring their calendars)
15. Other Business
16. Adjournment



COUNTY OF WHITESIDE, IL

ORDINANCE # _____

An ordinance establishing the reimbursement of all travel, meal, and lodging expenses of officers and employees

WHEREAS, Whiteside County, Illinois is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution;

WHEREAS, the Local Government Travel Expense Control Act, Pub. Act 99-0604, requires all non-home rule local public agencies, including counties, to regulate, by ordinance or resolution, the reimbursement of all travel, meal, and lodging expenses of their officers and employees by the effective date of January 1, 2017; and

NOW, THEREFORE, BE IT ORDAINED THAT THE FOLLOWING ORDINANCE TO REGULATE THE REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES OF THEIR OFFICERS AND EMPLOYEES BE AND HEREBY IS ADOPTED:

SECTION I: Definitions.

The following words, terms and phrases, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Entertainment: includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

Travel: any expenditure directly incident to official travel by employees and officers of the County or by wards or charges of the County involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

SECTION II: Official Business for which Expenses May Be Reimbursed.

- (1) An official of the County shall be entitled to reimbursement for travel, including meals or lodging, related to the following types of official business:
 - a. Education conferences related to the duties of the official.
 - b. Site visits to current or potential vendors of the County.
 - c. Case site visits by governing bodies.
 - d. Meetings of governing bodies.
 - e. Other travel as authorized by County Board Chairman in compliance with County regulations.
- (2) An employee shall be entitled to reimbursement for travel, including meals or lodging, related to the following types of official business:
 - a. Education conferences related to the duties of the officer of the County.
 - b. Site visits to current or potential vendors of the County.
 - c. Transportation of prisoners, probationers, or other persons in the County's custody, law enforcement and investigative efforts.
 - d. Transportation of County equipment.
 - e. Case site visits by governing bodies.
 - f. Home visits as required for clients, etc.
 - g. Travel between County offices as authorized by department head.
 - h. Meetings of governing bodies.
 - i. marketing of locations in the county to prospective businesses/consultants.
 - j. Other travel as authorized by department head in compliance with County regulations.

SECTION III: Maximum Allowable Reimbursement for Expenses

- (1) Lodging – Negotiated Conference rate.
 - \$250/night – Out of State, Chicago and collar counties.
 - \$150/night – Downstate.
- (2) Meals - \$41/day in-state; \$50/day out-of-state.
- (3) Mileage - \$.40/mile - County Board and other body members; IRS rate – County employees.

- (4) Parking and tolls - \$20/day Out of State, Chicago and collar counties; \$10/day downstate.
- (5) All other travel expenses shall not exceed 200% of the reimbursement rates set by the General Services Administration (GSA) for the applicable time and place.

SECTION IV: Approval of Expenses

The Board must approve the following reimbursements for travel, including meals or lodging, by a roll call vote at an open meeting of the Board:

- (1) Any expense of any officer or employee that exceeds the maximum permitted in Section III; or
- (2) Any expense of any member of the Board.

SECTION V: Documentation of Expenses

Before any reimbursement for travel, including meals or lodging, may be approved pursuant to Section IV, a standardized form for submission of travel, meal, and lodging expenses supported by the following minimum documentation shall first be submitted to the Board:

- (1) an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred;
- (2) the name of the individual who received or is requesting the travel, meal, or lodging expense;
- (3) the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- (4) the date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act, 5 ILCS 140/1 et seq.

SECTION VI: Entertainment Expenses

No employee or officer of the County shall be reimbursed by the County for any entertainment expense.

SECTION VII: Go into effect January 1st, 2017.

**PASSED, APPROVED AND ADOPTED, THIS 15TH DAY OF NOVEMBER, 2016 A.D.
BY AND FOR THE WHITESIDE COUNTY BOARD**

James C. Duffy, Chair

ATTEST:

Dana Nelson, Clerk



**COUNTY OF WHITESIDE, IL
RESOLUTION NO. ____
Risk Management Plan**

BE IT RESOLVED, that the Whiteside County Board does hereby adopt the Risk Management Plan as set forth in Exhibit 1, attached hereto and by reference made a part hereof.

BE IT RESOLVED, that the Whiteside County Board does hereby adopt the County Administrator's recommended Allocation of Salaries and Benefits to TORT-Related Activities pursuant to the Tort Immunity Act, as set forth in Schedule 1, attached hereto and by reference made a part hereof.

PASSED, ADOPTED AND APPROVED THIS 15TH DAY OF NOVEMBER, A.D. 2016.

James C. Duffy, Chair

ATTEST:

Dana Nelson, Clerk

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Risk Management Plan

Whiteside County, IL shall have in operation a comprehensive Risk Management Plan (hereinafter, the “plan”), which shall endeavor to further reduce or prevent the County’s exposure to liability.

The plan shall endeavor to ensure that statutory and common law, health and safety requirements are met with regard to visitors, employees, and students. The plan shall promote and enhance efforts to ensure that the County’s buildings and grounds are maintained in a safe condition. Finally, the plan shall provide additional careful supervision and protection of all the County’s real and personal property.

The Illinois Local Government and Government Employees Tort Immunity Act (745 ILCS 10/9-107) provides for a County to levy a tax which when collected will pay the cost of risk-care management. In addition, this section (9-107) provides for funds raised pursuant to this section to be used:

“...to: (i) pay the cost of insurance, ..., including all operating and administrative costs and expenses directly associated therewith, claim services and risk management directly attributable to the insurance, self-insurance, or joint-insurance program, and educational, inspectional, and supervisory services directly relating to loss prevention and loss reduction...”

A primary component of the plan is the provision of insurance arrangements that will provide protection to the County against liability. This component that shall include, but not be limited to:

1. Purchase of insurance consultant services if needed.
2. Premiums for the various necessary insurance, including all liability insurance, building insurance, and workers compensation.
3. Premium for unemployment insurance.
4. Payments for all judgments or settlements arising against the County.
5. Payments for all legal fees connected with protecting or defending the County against tort liability and potential litigation, including unfair labor practice charges.
6. Allowance for the time expended by assigned County personnel concerning the above-delineated assignments.

The general, overall responsibility for the development and maintenance of this plan rests with the County Administrator of the County. The County Administrator shall be responsible for the development of the plan, identifying various components of the plan, delegating responsibilities for these components to the various personnel, overseeing the implementation of this plan, and complying with County Risk Management Procedures. It is expected that the County Administrator will continually evaluate the effectiveness of the plan and be apprised of needed revisions, additions, or deletions to the components and assigned responsibilities

The Administrative Assistant in the County Administrators office is assigned the responsibility for the administration of various components of the Risk Management Plan. He/She will serve as the County liaison to the various consulting services, claim and adjustment services, and insurance companies. In addition, this employee will be responsible for all communications concerning claims against, or on behalf of, the County, and for complying with County Risk Management procedures.

As legal counsel for the County the States Attorney’s office is responsible for defending the County against “all actions and proceedings brought against the county, or against any county or State officer, in his official capacity, within his county” as well as “to give his opinion, without fee or reward, to any county officer in his county, upon any question or law relating to any criminal or other matter, in which the people or the county may be concerned”.

Expenses for Tort related activities shall be allocated as follows:

Schedule 1.

Allocation TORT Related Activities		
INSURANCE		
	Unemployment Insurance	100%
	Worker's Compensation Insurance	100%
	Property and Liability Insurance	100%
	Insurance Consultants	100%
SALARIES AND BENEFITS		
Administration		
	County Administrator	10%
	Administrative Assistant	25%
States Attorney		
	Civil Assistant	50%