

RESOLUTION NO. #10-2020-1

WHEREAS, Timothy Erickson began working for Whiteside County as a Correctional Officer on June 26, 1996, and;

WHEREAS, Timothy Erickson is retiring after 24 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 Timothy Erickson for his diligence and exemplary performance as a Correctional Officer, Correctional Officer Supervisor and Corrections Lieutenant of the jail at the Sheriff's Department of 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 Timothy Erickson.

Passed and adopted this 20th day of October, 2020 A.D.

BY AND FOR THE WHITESIDE COUNTY BOARD

ATTEST:

James Duffy, Chair

Dana Nelson, County Clerk

RESOLUTION NO. 10-2020-2

WHEREAS, the passing of Donald Berogan, father of Tim Berogan, employee of the Whiteside County IT Department, occurred on September 12, 2020 and,

WHEREAS, the news of Donald Berogan passing grieves us, recognizing his death brings a deep and abiding sorrow to Tim Berogan and his family and;

WHEREAS, we, the members of the Whiteside County Board, with sincerity and respect, wish to condole Tim Berogan and his family in their hour of bereavement;

NOW, THEREFORE BE IT RESOLVED, that the Board's deepest sympathies, hereby memorialized, by this Resolution, be conveyed to Tim Berogan and his family.

Passed and adopted this 20th day of October, A.D. 2020.

BY AND FOR THE WHITESIDE COUNTY BOARD

ATTEST:

James Duffy, Chair

Dana Nelson, County Clerk

RESOLUTION NO. 10-2020-3

WHEREAS, since the last meeting, the Whiteside County Board has learned of the passing of Mary Ann Rillie on February 20, 2020 and Robert John Rillie on August 31, 2020, parents of Jack Rillie, Probation Officer, Whiteside County Court Services; and,

WHEREAS, the news of Mr. & Mrs. Rillie passing grieves us, knowing their passing brings a deep and abiding sorrow to family and friends; and

WHEREAS, we, the members of the Whiteside County Board, with sincerity and respect, wish to convey condolence to the Rillie family.

NOW, THEREFORE BE IT RESOLVED, that the Board's deepest sympathies, hereby memorialized, by this Resolution, be conveyed to Jack Rillie and his family.

Passed and adopted this 20th day of October, A.D. 2020.

BY AND FOR THE WHITESIDE COUNTY BOARD

ATTEST:

James Duffy, Chair

Dana Nelson, County Clerk



Thank you sincerely
for your kind expression
of sympathy.

It was greatly appreciated.

The Family of
Bill Milby



September 29, 2020

Whiteside County Courthouse
c/o Whiteside County Board- Portland Township
200 E Knox St
Morrison, IL 61270

RE: Tyson Fresh Meats, Inc. – Joslin, Illinois
Land Application Permit No. 2016-SC-59970

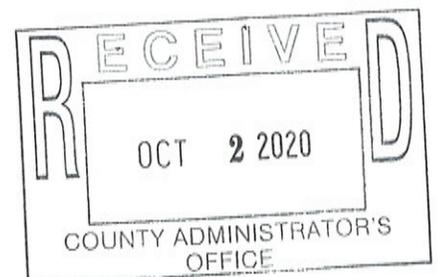
To Whom it May Concern:

Pursuant to the requirements in the above referenced Land Application permit issued by the Illinois Environmental Protection Agency, we are providing notice that sludge will be land applied on fields located at approximate SW ¼, Section 32, T19N, R4E, Whiteside County. Sludge application will be done between October 9th and December 31st. This notice is being provided as you are either an owner of the property that will be land applied on, an owner of land that is adjacent to the land application site, or a Township and/or County official whose jurisdiction encompasses the land application site.

If you have any questions, comments or concerns regarding this notice or the land application of pond sludge on the aforementioned property, please feel free to contact either David Webb, Complex Environmental Manager, at 309-658-3392 or Chris Logue, Senior Managing Engineer, at 402-630-5384.

Sincerely,

Barb Salter
Plant Manager



Tyson Fresh Meats, Inc.
P. O. Box 247, Hillsdale, IL 61257
Phone: 309.658.3392 Fax: 479.757.7959

WHITESIDE COUNTY
Building Report - Sept 2020

2020 2019 2020-19

Cat	Type Construction	# Pmts		Val. of Constr.		# Pmt	Val. of Construction	Difference # of permits	Value
		Mo. Yr.	Yr.	Mo.	Yr.				
	RESIDENTIAL								
101	Single-Family Home - Detached	2	14	535,500	2,357,500	10	1,971,000	4	386,500
102	Single-Family Homes - Attached								
103	Two-Family Home - Duplex								
104	Three- Four Family Homes								
105	Five + Family Homes								
110	Mobile Homes								
115	Moved Residential Building								
214	Other Shelter								
213	Seasonal Shelter								
434	Residential Additions	4	37	61,200	680,002	35	746,186	2	-66,184
438	Accessory Structures	12	59	254,627	609,962	41	1,032,408	18	-422,446
	COMM / INDUST								
318	Amusement/Social/Recreational								
319	Church/Other Religious								
322	Service Stations/Repair Garages								
323	Hospital/Institutional								
324	Office/Bank/Professional								
327	Retail/Customer Services								
213	Hotel/Motel/Cabin/Apt. Hotel								
325	Private & Public Utilities - Equipmt	10	74	208,786	18,615,745	44	2,582,487	30	16,033,258
437	Commercial & Industrial Additions	2	3	158,700	208,700	2	10,830,000	1	-10,621,300
320	Industrial		2		2,888,407	1	300,000	1	2,588,407
	GOVERNMENT								
326	School/Educational								
	OTHER								
328	Accessory Structures	3	26	301,000	1,677,083	15	1,024,609	11	652,474
329	Structures other than Buildings	6	51	87,300	425,945	25	66,864	26	359,081
335	Moved Nonresidential Buildings								
	TOTAL	39	266	1,607,113	27,463,344	173	18,553,554	93	8,909,790
	DEMOLITION PERMITS	8	21						

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

The regular monthly meeting of the Whiteside County Airport Board was held at 5:02 p.m. on August 13, 2020 in the Whiteside County Airport terminal.

Present for the Board were: Vice President Monte Van Kooten, Dave Koster and Chris King. Others present were Whiteside County Board representative Tom Ausman, Darin Heffelfinger, Bill Havener, Gary Lando. Dan Gryder and Jim Duffy attended via "Zoom" and Drew Wilkens joined via Zoom at 6:06 p.m.

Vice President Monte Van Kooten called the meeting to order and asked for roll call. Van Kooten introduced Nick Dirks as the new airport board member. Van Kooten swore in Dirks and he officially joined the airport board. Van Kooten then asked for approval of the minutes of the July 16, 2020 regular board meeting. Upon motion by King and seconded by Koster, 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, four (4) votes in the affirmative.

CD Interest	\$824.96
2 nd RE Tax Distribution	\$6,833.93
Total Disbursements for August 2020 (See itemized list of bills attached)	\$16,487.17

The following Receipts and Accounts Receivable were reported. Upon motion duly made and seconded, the Receipts and Accounts Receivable were unanimously approved, four (4) votes in the affirmative.

	RECEIPTS
Receipts	Total Receipts
T-Hangar Rents	\$2,385.00
Radio Ranch, Inc.	--
Illinois State Police	--
Sauk Valley Aviation – Flowage Fee	\$499.62
Prof. Lot Maint. – 6SW Garage	\$330.00
Angel Blazquez – 6NE Garage	--
State of Illinois – Reimbursement SQI-4689	\$323.78
Total Receipts	\$11,703.76

FUEL

Total Gallonage sold by Sauk Valley Aviation for month of: July

Total Jet A Gallons Pumped:	1653.5
Total 100 LL Self Service Ground :	4775.3

BUSINESS & ECONOMIC REPORT

For the month of: July

Visitors & Fuel Customers

Customer Planes

Sauk Valley Aviation

42

23

Radio Ranch

13

13

Total

55

36

ACCOUNTS RECEIVABLE

Frank Strader	2E	August	\$107.00
Nelson Hostetler	3C	May - August	\$545.00
Allen Swift	4E	July & August	\$222.00
Illinois State Police	5C	Sept., Oct., March, May	\$2,119.07
Kelly Hicks	5G	May - August	\$600.00
Mohammed Shaker	6D	July	\$136.00
Tom Grennan	6H	May - August	\$490.00
Marcus Fish	6J	early fees	\$80.00
Prof. Lot Maintenance	6SW	March - August	<u>\$440.00</u>
		TOTAL	\$4,632.07

Public Comment. Dan Gryder spoke via "Zoom" about a potential event for the airport to make up for the Warbird event that did not take place this year. He said he just put one in Kansas which had 30 you-tubers, 150 planes and brought in thousands of people from all over. Gryder said the you-tubers are known for aviation and have several followers. Gryder said the venue for next year is on the market if the Whiteside County Airport is interested in possibly hosting the event as long as the COVID virus is under control. The event would take place prior to AirVenture the last weekend in July. Gryder told the board they could discuss and get back to him if they are interested.

Manager's Report.

1. **Equipment.** The batwing, JD6130, Toyota courtesy car, Plow #23-Red, Plow #4-Blue, Ford Pick-up and JD Gator are all operational and the snow blower is in storage. The JD 997 mower is operational and the mower deck spindle was replaced as well as three (3) new blades.

Fuel farm is operational and Howard Lee & Sons completed their monthly U.S.T. inspection on July 21, 2020.

The airfield lighting is operational and four (4) fixtures were re-lamped. FAA repaired the localizer antenna power supply following the storm this week (August 11).

2. Terminal Building. The furnace filters were replaced. The men's bathroom was painted white and a few new pictures were hung.
3. Hangars. Hangar 6A is now vacant after Greg Dempsey sold his airplane and vacated the hangar. The airport equipment is stored in Hangar 5E. Hangar D and Building B have been rented for a month by Lenoc Chemical of Florida for \$1,500.00. Hangar 3E and 3F both had their fiberglass skylights blown off during the storms and high winds on Monday.
4. Airport Improvement. The Project SQI-4584 SRE "New Snowplow" bids are due tomorrow (August 14) at 9:30 a.m. and will be read at that time. Project SQI-4766 Rwy 18/36 lighting project should happen this fall.
5. Activities. Civil Air Patrol Monday night meetings have resumed.

Three new pilot certificates were earned this month. Two (2) brothers Nick and Matt Gill from the Rockford area earned their private pilot certificate. Monte Van Kooten also earned his instrument rating.

Old Business.

1. Aero CARES Grant. No new update.

Unfinished Business.

1. Capital Bill Projects. No new update.
2. Hangar 5/Hangar 1. Heffelfinger emailed the board Russ Renner's (county engineer) proposals. All of the proposals include work done inside the buildings only and nothing being done outside of the buildings. Koster said he felt the issue would still be there with buildup on the outside of the door and when it opens the water/snow will go inside the building. Van Kooten suggested possibly getting an electrical change in the hangars to include heat. Heffelfinger will request quotes on adding heat to the hangars.
3. Terminal Improvements/Corporate Hangar. Van Kooten said he and Adolph visited LaSalle-Peru to look at their corporate hangar. LaSalle had three (3) different hangars in the corporate hanger and OSF was in one of theirs. King said she is still looking at the USDA Loan Application and Van Kooten has not yet met with the state's attorney. McCloud reached out to see where the board was with moving forward and said he would send the invoice for Phase 1 and 2. There was a question on whether that was already paid as Heffelfinger thought it had been paid and will have Jackie look into seeing if this has been paid.

4. Airport Usage Fees. Heffelfinger passed out a draft of the usage fees agreement. Joel Horn looked the agreement over and Heffelfinger believes some of the areas on the agreement are not necessarily needed for the airport but asked the board to review.
5. Lease Agreement: Airport Manager & FBO. Van Kooten said it was suggested that a new three (3) year contract would reflect an annual 2% "COLA" increase plus an amount to compensate the manager for the increase in the State mandated minimum wage over \$10 per hour and reimbursement for the liability insurance increase. Koster questioned the jobs of the manager separate from the FBO and when the jobs were a position together, the salary amounts were not separate, but as one. Koster said they (airport boards) ended up having more apply for the manager position than the FBO and he wonders about subsidizing the FBO to be here. Koster proposed looking into having the manager be a county employee with full benefits until 4:30 p.m. and the FBO run the flight school and other necessary business but would make all the profit from the fuel sales, flight school, mechanic manager. Dirks said if a corporate hangar is indeed built, a draw would be having a FBO available onsite and if the FBO can't stay afloat with only the fuel sales, flight school and mechanic, that could potentially turn renters away. Dirks suggested leaving it as is now and if the corporate hangar is built to revisit eliminating the FBO at that time depending who is renting the corporate hangar. Koster said his main concern is in insurance keeps going up, when is the cut off of increasing and paying for that insurance increase for the FBO. King suggested the board getting together for a special meeting and do a retreat in the morning since there is another new board member, break for lunch and then discuss the FBO/Manager contract in the next couple of weeks. Van Kooten will check with Adolph's schedule.
6. USDA Rural Development Loan Pre-Authorization. King is still looking it over but will be submitted soon.
7. Promotional Booklet. Wilkens asked if any members had reviewed the booklet yet. Wilkens said the booklet can be printed in 8 or 12 pages. Wilkens said 2-3 pages were of the economic development and it could possibly be taken down to 1 page with a link to more information. Wilkens will change it to a 8 page version and 12 page and check prices.

New Business.

1. Election of Officers and operations Executive. Van Kooten named the positions that are available for the board. Van Kooten had Dirks read the descriptions for the operations executive. After discussion, Van Kooten was nominated for President by Koster and seconded by King. Koster was nominated for Vice President by King and seconded by Dirks. King was nominated for Secretary by Van Kooten and seconded by Koster. Van Kooten was nominated for Operations Executive and seconded by Koster. All of the nominations were approved by unanimous vote.
2. 2021 Budget. The board discussed the 2021 budget and Van Kooten said there is \$250,000.00 in building improvements to allow for any changes they may do in the upcoming year. The service contracts is at \$165,000.00 which is more since there will be more to CMT for the 18/36 Project and the airport will be reimbursement for 95% of those fees. After discussion, a motion was made by King to approve the 2020-2021 budget and seconded by Dirks.

Next Meeting. The next regular meeting is scheduled for September 10, 2020 at 5:00 p.m. at the Airport Terminal Building.

Adjournment. There being no further or other business to come before the board, on motion duly made, seconded and passed unanimously, the meeting was adjourned at 6:52 p.m.

Respectfully submitted,

Secretary

**LEACHATE
MONTHLY TOTAL COMPARISONS**

<u>MONTH</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
JANUARY	144,402	60,007	0	0	0	0	0	0	20,062
FEBRUARY	136,550	47,846	5,993	0	12,000	0	0	0	0
MARCH	174,550	11,262	29,990	0	90,129	50,543	0	0	0
APRIL	72,132	0	11,818	0	17,868	64,528	0	0	17,380
MAY	48,180	6,067	0	33,165	82,873	214,593	11,300	0	59,007
JUNE	42,031	0	29,847	0	42,041	124,948	0	62,961	34,985
JULY	35,699	0	59,492	18,844	92,169	71,254	5,659	54,386	11,580
AUGUST	47,160	29,938	36,163	36,024	116,921	23,793	0	44,507	91,697
SEPTEMBER	17,971	72,264	6,010	78,190	228,530	0	0	35,507	105,114
OCTOBER	54,178	84,451	30,002	114,273	74,884	0	0	36,258	
NOVEMBER	30,012	22,733	3,866	60,571	0	0	0	0	
DECEMBER	17,961	17,746	0	0	0	11,547	0	0	
TOTALS	820,826	352,314	213,181	341,067	757,415	561,206	16,959	233,619	339,825

THIS FACILITY STOPPED RECEIVING WASTE ON SEPTEMBER 18, 1992.

Date: 9-30-20 Time: 7:30am Temperature: 55 °F

Weather Conditions: Sunny Cloudy Windy Precipitation: None Rain Snow

GENERAL SITE CONDITIONS

Site Security

- 1. Evidence of trespassing Yes No
- 2. All signs posted and in good condition Yes No
- 3. Access roads in good condition Yes No

Vegetation and Stability

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

Groundwater

- 13. Visible damage to groundwater monitoring wells and/or perimeter gas probes Yes No
- 14. Visible damage to horizontal wells and pumps Yes No

Leachate Collection

- 15. Tank Level 30%
- 16. Visible damage to leachate containment, tank, pumps, etc. Yes No

Landfill Gas System

- 17. Visible damage to gas collection / conveyance system / flare station Yes No
- 18. Flare Running Yes No

Comments/Notes: Gas probe near knockout #3 still awaiting repair. Water monitoring well near knockout #1 still awaiting repairs.

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

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:

Jeff Spensley

Next Inspection Date:

10-30-20

PETITION

Section # 20-47130-00-DR

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

WHEREAS, I find it necessary to construct or repair the existing drainage systems located on Hoover Road, approximately 1/2 mile of its intersection with Fulfs Road in Section 33/34, Jordan 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 Jordan 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 Jordan, as equalized or assessed by the Department of Revenue.

THEREFORE, I petition the County Board of Whiteside County, Illinois to appropriated levy from the County Treasury, County Bridge Fund, \$2,744.22 to meet one-half of the Local Agency's share of cost of said construction or repair. The cost for said construction for repair is \$5,945.80.

DATE: 9-17-2020



Commissioner of Highways

County of Whiteside)

) SS

Township of Jordan

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

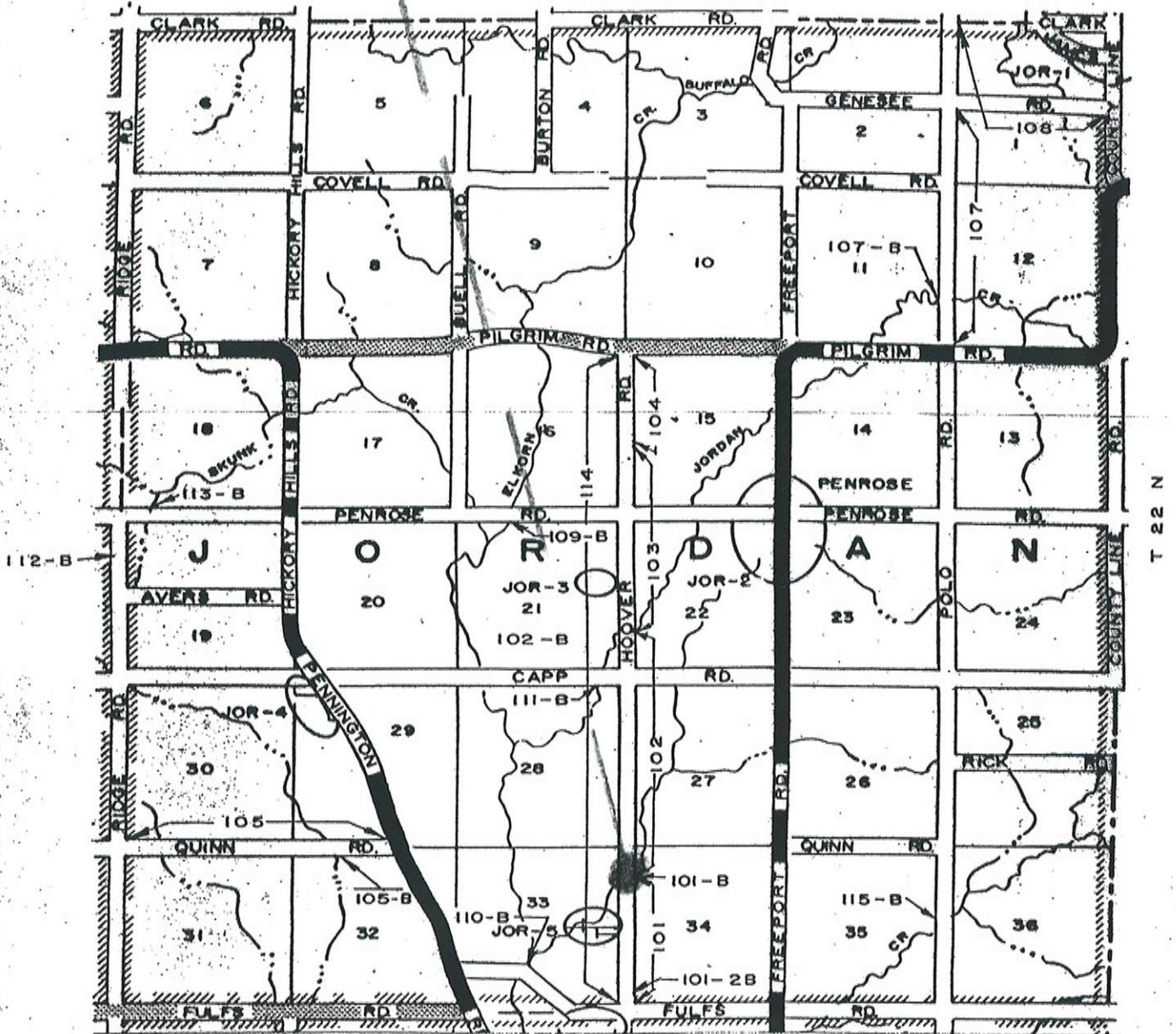
9



115-B = 75-47115-00-BR

20-47130-00-DR

R 7 E



RESOLUTION

WHEREAS, bids were received on October 6, 2020 for the hauling of impacted groundwater (leachate) from the Whiteside County Landfill, and;

WHEREAS, KATSS+S, LLC of Dixon, IL had the low bid of \$260.00 per load (plus fuel surcharge) to transport the impacted groundwater to Dixon, IL and the low bid of \$240.00 per load (plus fuel surcharge) to transport the impacted groundwater to Morrison, IL, and;

WHEREAS, the awarded contract is a 2-year contract with the option to extend for two (2) additional one year (1) terms when the 2-year contract is completed, and;

WHEREAS, the Public Works Committee reviewed the bids and recommends its approval.

NOW THEREFORE BE IT RESOLVED that the County Board Chairman be authorized to sign the necessary documents.

STATE OF ILLINOIS)
) SS
COUNTY OF WHITESIDE)

I, Dana Nelson, County Clerk, in and for the 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 Whiteside County Board at its meeting held at Morrison on October 20, 2020

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Morrison in said County this 20th day of October A.D., 2020.

County Clerk

<p>TABULATION OF BIDS</p> <p>WHITESIDE COUNTY LETTING</p> <p>October 6, 2020 10:00 A.M.</p> <p>HAULING OF IMPACTED GROUNDWATER --</p> <p>WHITESIDE COUNTY LANDFILL</p>	<p>MORING DISPOSAL, INC.</p> <p>306 E. MAIN FORRESTON, IL</p> <p>61030</p>	<p>KATSS+S, LLC</p> <p>219 SWISS STREET DIXON, IL</p> <p>61021</p>
<p>TO: DIXON WASTEWATER TREATMENT PLANT -- COST PER LOAD</p> <p>Tank Capacity</p> <p>Cost Per Gallon</p>	<p>NO BID</p> <p>n/a gal. tank</p> <p>n/a per gal</p>	<p>\$260.00</p> <p>5800.00 gal. tank</p> <p>\$0.044828 per gal</p>
<p>TO: MORRISON WASTEWATER TREATMENT PLANT -- COST PER LOAD</p> <p>Tank Capacity</p> <p>Cost Per Gallon</p>	<p>NO BID</p> <p>n/a gal. tank</p> <p>n/a per gal</p>	<p>\$240.00</p> <p>5800.00 gal. tank</p> <p>\$0.041379 per gal</p>

Regional Office of Education October Committee Report

United Way

The Whiteside County United Way was extremely good to our students during September. United Way donated 1250 backpacks, with school supplies in them, to our Area Homeless Coordinators. The backpacks were disseminated throughout the 16 northwest counties in Illinois to support homeless and low income students who are in need of school supplies. The United Way also donated 1200 small cloth masks that are perfect for Kindergarten and first grade students. We were able to spread the masks out to all our elementary schools in the three counties and our principals were very grateful! We are very grateful for these amazing donations!

Project Well Student

KSB Hospital, The Regional Office of Education, and the Project OPEN consortium was recently awarded the Rural Health Network Development Planning grant for "Project Well Student". This is a one year, \$100,000 planning grant led by the current Director of Project OPEN, Aaqil Khan as well as Pediatrician & KSB's Chief Medical Officer, Dr. Pratip Nag. Project Well Student seeks to help families break the intergenerational cycle of trauma and unhealthy behaviors. Addressing social determinants of health which have a negative impact on the development of children will be a key objective of the initiative. The ultimate goal is the development of School-Based Health Centers (SBHCs) in key locations within all school districts in Lee, Ogle & Whiteside counties to expand access to and improve the quality of healthcare services. Network partners will use a number of evidence-based tools and strategies, such as the CDC's "Whole School, Whole Community, Whole Child" model, to make improvements in schools with the SBHC as a hub for health & wellness.

School Inspections

Our office has started coordinating school inspections with those districts that are interested in getting them completed before students and staff return to school. We were able to complete inspections for Amboy, Morrison, and Rochelle. We will continue to work with the other districts to get inspections done in a safe and timely manner.

Professional Development

The Office of Professional Learning has cancelled or postponed face-to-face sessions and continues to migrate as much training and support as possible to a digital distance format. School improvement meetings, teacher coaching, career pathway endorsement work, and transitional math & ELA work also continue on a virtual basis.

The Office of Professional Learning has been working diligently to support teachers, administrators, and educational support staff as they transition their teaching and learning to a remote format. We have provided opportunities for teachers to network, collaborate, and connect through Zoom. Sessions have been well received by educators, who appreciate the support and opportunity to come together.

September Participants – 105

Wednesday, September 9

SIP Coaching @ Paw Paw Schools

Monday, September 14

SIP Coaching @ Paw Paw Schools

Tuesday, September 15

New Teacher Cadre @ 4 p.m.

Wednesday, September 16

Counselor/Social Worker Networking Session @ 9 a.m.

Librarians Networking @ 3:30 a.m.

Thursday, September 17

Principal Networking Session @ 9 a.m.

Curriculum Directors & Instructional Coaches Networking Session @ 10:15 a.m.

Mentor Training @ 4 p.m.

Monday, September 21

SIP Coaching @ Paw Paw Schools

Wednesday, September 23

Substitute Teacher Training @ 9 a.m.

Wednesday, September 30, 2020

Preschool Family Support Specialist Networking @ 10 a.m.

Family Educators in the department maintain close contact with their at-risk preschool families in Rock Falls & Amboy. Family Educators have identified and communicated community resources during this uncertain time. They are also working to develop family engagement opportunities for families and young children using platforms such as facebook and zoom.

Regional Center for Change

C4C continues to forge ahead with students working remotely and in-person. The first quarter ends October 8th and we are pleased with the progress our students are making. Our enrollment continues to stay strong at 48 students enrolled in RSSP and Options. We also have 31 students currently enrolled in our Flex program in Oregon, Rochelle, Stillman, and Dixon. At C4C students have completed a total of 64 classes for semester credit at both the high school and middle school level. The vast majority of students enrolled at C4C are coming into the building! We realize the importance of in-person learning and continue to stress the importance of face to face contact. Building relationships is a cornerstone of our program and face to face contact is imperative to grow those relationships. #flightofthephoenix

Mission Statement

At C4C we are dedicated to student achievement in school and life, instilling HOPE for a future, self-confidence NOW, and RESILIENCE forever!



Chapter 6 - ANIMALS

ARTICLE I. - IN GENERAL

Sec. 6-1. - Construction of chapter; establishment of program.

This chapter shall be liberally construed to the end that the health, safety and welfare of the people of the county may thereby be protected. This chapter, in general, establishes an animal control program to:

- (1) Protect the citizens of the county from rabies through the inoculation and registration of dogs, stray dog impoundment, animal bite investigations and other rabies control measures as may be deemed necessary;
- (2) Control dangerous and vicious dogs and other animals within the county as required by state law;
- (3) Reimburse owners of livestock damaged by dogs as required by state law;
- (4) Control the dog and cat population; and
- (5) Establish a variety of means by which population control may be financed.
- (6) Protecting animals from improper use, abuse, neglect, inhumane treatment and health hazards.
- (7) Providing security to residents from annoyance, intimidation, and injury from dogs.
- (8) Encouraging responsible pet ownership;
- (9) Promoting community and consumer awareness of animal control and welfare: and
- (10) Providing for the assessment of penalties for violators and for the enforcement and administration of this chapter.

Sec. 6-2. - Definitions.

This section adopts, by reference, those definitions set forth in 510 ILCS 5/2 and the rules and regulations relating to the Animal Control Act, 510 ILCS 5/1 et seq. The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

~~*Abandoned cat* means a domesticated cat that an owner has forsaken entirely, neglected, or refused to provide care and support.~~

Abandon means to desert, forsake, leave or dump an animal in any place without legal permission and/or providing for the continued humane care of the animal;

Administrator means the public health administrator of the county health department who shall serve as the administrator as that term is defined in the Animal Control Act, 510 ILCS 5/1 et seq.

Adequate care shall include but not be limited to medical treatment for illness, injury, disease, excessive parasitism, or any malformations.

Adequate food means food that is not spoiled or contaminated and is of sufficient quantity and quality to meet the normal daily requirements for the condition and size of the animal and the environment in which it is kept. An animal shall be fed or have food available at least once each day, unless a licensed veterinarian instructs otherwise, or withholding is in accordance with accepted agricultural or veterinarian practices.

Adequate water means fresh, potable water provided at suitable intervals for the species, and which, in no event, shall exceed 24 hours at any interval. The animal must have access to the water.

Adequate shelter means a structure or enclosure which provides an animal with protection from the elements (weather), which structure or enclosure must have a roof, floor and three sides, and be of sufficient size as to allow each animal to stand up, lie down and turn around in a natural position.

Animal control officer or *ACO* means any person employed or appointed by the county or a municipality who is authorized to investigate violations of laws and regulations concerning animals, and to issue citations in accordance with Illinois law and this Code.

Backyard breeders means any person, except for someone having a valid dog dealer license pursuant to (225 ILCS 605/3) (from Ch. 8, par. 303), who, for pay or other compensation, breeds a female dog or any other animal producing three or more litters within a twelve-month period.

Domesticated cat means a cat that is socialized to humans and is appropriate as a companion for humans.

EAID means an electronic animal identification device.

Ear tipping means straight-line cutting of the tip of the left ear of a cat while the cat is anesthetized.

Excessive growth or hazardous premises means any weed, grass or uncultivated vegetation which is more than eight inches in height above the ground or 12 inches in length, if matted down, as measured along the stem, and shall include all trees, bushes, shrubs, flowers and ornamental or garden plants, either cultivated or uncultivated, if such plants are not made readily distinguishable from surrounding vegetation of excessive growth, and plants which are poisonous to the touch, including poison ivy, poison oak and poison sumac. The term "excessive growth" or "hazardous premises" includes an accumulation of weeds, vegetation, dead organic matter, debris or similar materials or conditions which constitute a fire, health or safety hazard.

Feral cat means a cat that (i) is born in the wild or is the offspring of an owned or feral cat and is not socialized, (ii) is a formerly owned cat that has been abandoned and is no longer socialized, or (iii) lives on a farm.

Feral cat caretaker means any person other than an owner who provides food, water or shelter to, or otherwise cares for, a feral cat.

Feral cat colony means a group of cats that congregates, more or less, together as a unit. Although not every cat in a colony may be feral, any non-feral cats that congregate with a colony shall be deemed to be a part of it.

Feral cat colony caretaker means any feral cat caretaker who is approved by a sponsor to care for a feral cat colony.

Dangerous dog means (i) any individual dog anywhere other than upon the property of the owner or custodian of the dog and unmuzzled, unleashed, or unattended by its owner or custodian that behaves in a manner that a reasonable person would believe poses a serious and unjustified imminent threat of serious physical injury or death to a person or a companion animal or (ii) a dog that, without justification, bites a person and does not cause serious physical injury. (510 ILCS 5/2.05a)

Department means Whiteside County Animal Control.

Dog dealer means any person who sells, offers to sell, exchange, or offers for adoption with or without charge or donation two or more litters within a twelve-month period.

Dog means all members of the family Canidae.

Enclosure means a fence or structure of at least six feet in height, forming or causing an enclosure suitable to prevent the entry of young children, and suitable to confine a vicious dog in conjunction with other measures that may be taken by the owner or keeper, such as tethering of the vicious dog within the enclosure. The enclosure shall be securely enclosed and locked and designed with secure sides, top, and bottom and shall be designed to prevent the animal from escaping from the enclosure. If the enclosure is a room within a residence, it cannot have direct ingress from or egress to the outdoors unless it leads directly to an enclosed pen and the door must be locked. A vicious dog may be allowed to move about freely within the entire residence if it is muzzled at all times.

Establishment of animal control fund means an animal control fund which shall be established by the county treasurer.

Companion animal means domesticated animals kept in or near the household for the primary purpose of companionship for member(s) the household and/or companionship for other such animals. This includes dogs, cats, rabbits, guinea pigs, hamsters, rats, mice, ferrets, birds, reptiles, amphibians, invertebrates and species that a reasonable person would consider to be a pet.

Foster home means an entity that accepts the responsibility for stewardship of animals that are the obligation of an animal shelter.

Leash means a cord, rope, strap, or chain which shall be securely fastened to the collar or harness of a dog or other animal and shall be of sufficient strength to keep such dog or other animal under control.

Micro-chip means to implant an EAID (electronic animal identification device) in an animal.

Nuisance means conduct by stray(ing) dogs or cats, or feral cats that disturb the peace. Stray(ing) dogs and cats or feral cats may create a nuisance by (a) habitually or continually howling, crying or screaming, or (b) habitually and significantly destroying, desecrating or soiling property against the wishes of the owner of the property.

Owner means any person having a right of property in an animal, or who keeps or harbors an animal, or who has it in his care, or acts as its custodian, or who knowingly permits a dog or cat to remain on any premises occupied by him or her.

Person means any individual, firm, corporation, partnership, society, association or other legal entity, any public or private institution, the State of Illinois, municipal corporation or political subdivision of the state, or any other business unit.

Potentially dangerous dog means a dog that is unsupervised and found running at large with three or more other dogs.

Registration fee means initial and subsequent fees charged by the county for registering an individual animal or litter.

Sponsor means any animal humane society that agrees to comply with the requirements of this article for sponsors and provides written notice to the department that it will serve as a sponsor.

Stray cat means a cat that is regularly off the property of the owner, is not under the physical control and restraint of the owner, and is not regularly provided with food by its owner. *Stray dog* means any dog that is in a public place and not under the charge of a keeper and has no indication of ownership such as a collar, county registration tag, name tag, microchip, or any other identifiers

Straying dog means any dog that is in a public place and not under the charge of a keeper and has indication of ownership such as a collar, county registration tag, names tag, microchip, or any other identifiers

TNR means trap, neuter and return.

TNR program means a program pursuant to which feral and stray cats are trapped, neutered or spayed, micro-chipped, vaccinated against rabies, and returned to the location where they congregate, in accordance with this article. *Stray dog* means any dog that is in a public place and not under the charge of a keeper and has no indication of ownership such as a collar, county registration tag, name tag, microchip, or any other identifiers.

Vicious dog means a dog that, without justification, attacks a person and causes serious physical injury or death or any individual dog that has been found to be a "dangerous dog" upon three separate occasions.

Sec. 6-3. - Livestock losses.

On or before the first Monday in March of each calendar year, the county board, by ordinance, shall establish a schedule for damages reflecting the current market value of livestock, poultry, or equidae killed or injured by a dog. These damages shall be paid from the animal control fund pursuant to the Animal Control Act, 510 ILCS 5/1 et seq.

Sec. 6-4. - Abandonment of animals prohibited.

It shall be unlawful for any person to abandon any animal on their own property without daily care or to abandon an animal off the owner's premises where it may suffer injury, hunger, exposure or become a public charge.

Sec. 6-5. - Powers, penalties and responsibilities.

- (a) *Duty of administrator, police power* . It shall be the duty of the administrator, through education, registration, stray dog control, impoundment, quarantine and any other means deemed necessary and appropriate, to control and prevent the spread of rabies in the county. The administrator is, for the purpose of enforcing this chapter, clothed with the power of police officers and may issue and serve citations and orders and may carry and use a tranquilizing gun as needed for the performance of his duties.
- (b) *Indemnification of administrator* . The administrator shall not be held liable for the injury, death or illness of any dog, cat or other animal as a consequence of the enforcement of this chapter.
- (c) *Fines* . In addition to those fines imposed by the Illinois Animal Control Act, 510 ILCS 5/1 et seq. and the Illinois Public Health and Safety Animal Population Control Act, the following fines are hereby authorized and shall be levied:
 - (1) Any owner of a dog or cat four months or more of age which is not officially inoculated against rabies or registered with the county is subject to a fine of at least \$200.00. A separate offense shall be deemed committed on each day during which a violation occurs.
 - (2) Any owner of a dog found to be dangerous as pursuant to the Illinois Animal Control Act, 510 ILCS 5/1 et seq., and who permits such dog to run at large is in violation of the Illinois Animal Control Act, 510 ILCS 5/1 et seq., and subject to a fine of at least \$100.00. A separate offense shall be deemed committed on each day during which a violation occurs.
 - (3) Any owner of a dog found to be a potentially dangerous dog as pursuant to the Illinois Animal Control Act, 510 ILCS 5/1 et seq., who fails to spay or neuter and microchip within 14 days of reclaim is subject to a \$500.00 fine. (510 ILCS 5/15.4)
 - (4) Any owner of a dog or cat ordered to impound or confine such dog or cat pursuant to this chapter who fails to abide by the impoundment order within 24 hours shall be in violation of the Illinois Animal Control Act, 510 ILCS 5/1 et seq., and this chapter and subject to a fine of at least \$100.00. A separate offense shall be deemed committed on each day said dog or cat is not impounded.
 - (5) Any person who violates any other provisions of this chapter shall, upon conviction, be punished by a fine of not more than \$500.00 for each and every count. A separate offense shall be deemed committed on each day during which a violation occurs.
 - (6) All fines authorized by this chapter, the Illinois Animal Control Act, 510 ILCS 5/1 et seq., and the Illinois Public Health and Safety Animal Population Control Act shall be posted at the county pound and the county courthouse.
 - (7) Any owner of a dog ordered to be spayed or neutered for running at large a second or subsequent time and fails to do so within 30 days of reclaim, shall be in violation of the Illinois

Animal Control Act, 510 ILCS 5/1 et seq., and this chapter and subject to a fine of at least \$100.00. A separate offense shall be deemed committed on each day during which a violation occurs.

- (8) Any person who abandons any animal on any public or private property or roadway within Whiteside County shall be subject to a fine of at least \$100.00.
- (9) Any owner or person who confines any dog in an enclosure, kennel, doghouse, or any type of container or structure with excessive growth of vegetation or on hazardous premises shall be subject to a fine of at least \$100.00

Sec. 6-6. - Running at large.

- (a) If an owner's dog is found running at large, the dog's owner shall pay a \$25.00 public safety fine, \$20.00 of which shall be deposited into the pet population control fund and \$5.00 of which shall be retained by the county. 510 ILCS 5/9.
- (b) The owner of any impounded dog or cat who desires to make redemption thereof shall pay a \$25.00 public safety fine to be deposited into the pet population control fund; the fine shall be waived if it is the dog's or cat's first impoundment and the owner has the animal spayed or neutered within 14 days. 510 ILCS 5/10.
- (c) A dog found running at large a second or subsequent time must be spayed or neutered within 30 days after being reclaimed unless already spayed or neutered. 510 ILCS 5/9

Sec. 6-7. - Animals considered a nuisance.

No person owning, possessing or harboring any animal within the county shall permit said animal to become a nuisance. An animal, other than a dog trained for law enforcement in the performance of its duty, shall be considered a nuisance if said animal:

- (1) Substantially damages property other than the owner's.
- (2) Causes unsanitary, dangerous or unreasonably offensive conditions (This subsection does not apply to animals defined as "livestock" in Chapters 505 through 510 ILCS.)
- (3) Chases, molests, attacks, bites, interferes with or physically intimidates any person while on or off the premises of the owner.
- (4) Chases, molests, attacks, bites, or interferes with other domestic animals while off the premises of the owner.

The administrator or animal control officer or delegate, upon reasonable grounds, shall impound any animal creating a nuisance by being in violation of subsections (3) or (4) above and not restrained by a competent person.

Any person found in violation of any provision of this section, or resisting, obstructing, impeding the animal control authority or any authorized officer in enforcing this section, shall be fined no less than \$50.00 or no more than \$500.00.

Secs. 6-8—6-28. - Reserved

ARTICLE II. - RABIES CONTROL

Sec. 6-29. - Inoculation.

- (a) Inoculation required. Every owner, except licensed animal-impounding facilities, of a dog or cat four months or more of age shall cause such dog or cat to be inoculated with a rabies vaccine by a licensed veterinarian at such intervals approved by the state department of agriculture. The rabies

vaccine shall be licensed by the federal department of agriculture and approved by the state department of agriculture.

- (b) If a licensed veterinarian determines in writing that a rabies inoculation would compromise an animal's health, then the animal shall be exempt from the rabies inoculation requirement, however, the owner is still responsible for the tag fees. (510 ILCS 5/8) (from Ch. 8, par. 358)
- (c) Costs borne by owner. All costs of inoculation against rabies shall be borne by the owner of the dog or cat.
- (d) If a bite occurs from an exempt animal, the exempt animal shall be treated as an unvaccinated animal. If the animal is exempt, the animal shall be re-examined by a licensed veterinarian on no less than an annual basis and be vaccinated against rabies as soon as the animal's health permits. (510 ILCS 5/8) (from Ch. 8, par. 358)

Sec. 6-30. - Registration required.

Every owner, except shelters and animal-impounding facilities, of a dog or cat four months or more of age shall cause such dogs or cats to be registered with the county. To register a dog or cat, the owner shall present proof of a rabies vaccination and pay a registration fee.

Sec. 6-31. - Reciprocation.

A registration certificate and/or proof of rabies inoculation issued by another county in the state will be honored until expiration if the owner has recently established residence in the county. All other new residents owning or keeping a dog or cat four months of age or older shall have the dog or cat inoculated against rabies and registered within 21 days after establishing residence in the county.

Sec. 6-32. - Fees.

- (a) *Registration fees* . Registration fees shall be as provided in forms on file in the office of the county administrator.
- (b) *Microchipping* . The microchip implantation fee shall be as provided in the county fee schedule.
- (c) *Rabies tag replacement* . Rabies tag replacement shall be made at no additional charge.
- (d) *Impoundment fees* . Impoundment fees shall be set by the operator of the county pound and shall be posted and be made available for public inspection at the county pound.

Sec. 6-33. - Animal bites.

- (a) *Notification of administrator required* . It shall be unlawful for any person knowing that an individual has been bitten by an animal to fail or refuse to notify the administrator within 24 hours.
- (b) *Impoundment of dog; exceptions* . When the administrator is notified that a person has been bitten by a dog or other animal, the administrator shall have the owner impound the animal under observation of a licensed veterinarian for a period of ten days beginning within 24 hours of the biting incident, except:
 - (1) When the animal is currently inoculated with rabies vaccine and the bite occurred below the shoulder and the animal has not reported for biting within the last 12 months, the animal may be confined by the owner and the animal's health shall be reported by a licensed veterinarian to the administrator on the first and tenth days of the observation period of rabies.
 - (2) When the animal has bitten a family member living within the same household below the shoulder, the animal may be confined by the owner and the animal's health shall be reported by a licensed veterinarian to the administrator on the first and tenth days of the observation period for rabies.
- (c) *Authority to seize and impound* . The administrator is authorized to seize and impound any animal if the owner fails to confine/impound such animal within 24 hours after receiving official notice.

Impounded animals shall not be released until all costs of observation, notification and rabies inoculation have been paid by the owner. If at the end of ten days the owner fails to redeem the animal, it may be humanely dispatched.

- (d) *Notification of administrator upon signs of rabies* . When an animal impounded or confined for biting shows signs of rabies, the owner or observing veterinarian shall notify the administrator immediately of these signs.
- (e) *Disposition of animal before observation prohibited* . It shall be unlawful for the owner of a biting animal to euthanize, sell, give away or otherwise dispose of or have inoculated against rabies an animal known to have bitten a person until it has been released from confinement for observation for rabies, except an animal may be euthanized in order to perform a laboratory examination of its brain tissue.

Sec. 6-34. - Other rabies control measures.

- (a) It shall be unlawful for the owner of any animal or any veterinarian examining an animal which shows sign of rabies to fail to notify the administrator within one hour.
- (b) Upon determination by the administrator or a licensed veterinarian that an animal may be infected with rabies, the owner of such animal may be required by the administrator to confine or to surrender the animal to the administrator or a licensed veterinarian for impoundment or examination for a period of time as determined by the state department of agriculture. The owner of the animal shall be responsible for all veterinary services and, in the case of rabies testing, all related expenses due to shipping and laboratory testing.
- (c) Animals exposed to animals with rabies capable of transmitting the disease may be confined, impounded or euthanized as ordered by the administrator.

Secs. 6-35—6-50. - Reserved.

ARTICLE III. - COMPANION ANIMAL HOARDING

Sec. 6-51. - Hoarding.

- (a) No person may possess, lodge, or maintain over eight companion animals if such a person displays a general disregard for the conditions under which the animals are living, including, but not limited to, failing to provide all of the following to all of the companion animals in his care: adequate food, water, shelter, and care.
- (b) Any person possessing over eight or more companion animals within their household must notify county animal control.
- (c) Upon conviction for companion animal hoarding, the court may order the person to do any or all of the following:
 - (1) Be precluded from owning, harboring, or having custody or control of companion animals for a period of time that the court deems reasonable.
 - (2) Participate in available animal cruelty prevention program(s) or educational program(s), or both.
 - (3) Undergo a behavioral health evaluation and comply with any recommendations resulting from the evaluation.
 - (4) Forfeit to county animal control animals that are the basis of conviction.
 - (5) Sterilize the companion animals, with sterilization being mandatory upon a second violation.
 - (6) Pay appropriate fees and fines.

Any person violating or aiding in the violation of any provision of this section, or resisting, obstructing, impeding the animal control authority or any authorized officer in enforcing this section, shall be fined no less than \$50.00 or no more than \$500.00.

ARTICLE IV. - BREEDERS AND FOSTERS⁽³⁾

Sec. 6-71. - Breeding and foster license.

- (a) It shall be unlawful for any person, backyard breeder or dog dealer who: Sell dogs, puppies, or breed a dog, offer a dog for breeding or stud purposes to do so without a breeding permit issued by the department.
 - (1) In order to receive a breeder permit, residents must complete a breeder permit application.
 - (2) The breeder application must be approved, and a permit issued by county animal control before anyone can breed a dog. Once the breeder application is submitted, county animal control will review it and, if approved, a breeder permit will be mailed to the applicant after 30 days. The breeder permit is good for one year from the date of issue and must be renewed annually. The permit is not transferable to another person. A \$100.00 annual fee must be paid in order to receive the permit.
- (b) It shall be unlawful for any person to operate as a foster home within the county without possessing the proper licenses pursuant to (225 ILCS 605/3.2) of the Animal Welfare Act.

Any person violating or aiding in the violation of any provision of this section, or resisting, obstructing, impeding the animal control authority or any authorized officer in enforcing this section, shall be fined no less than \$50.00 or no more than \$500.00.

ARTICLE V. - HUMANE CARE

Sec. 6-90. - Proper Ventilation

- (a) Indoor housing facilities for dogs and cats must be sufficiently ventilated at all times when dogs or cats are present to provide for their health and well-being, and to minimize odors, drafts, ammonia levels, and moisture condensation. Auxiliary ventilation, such as fans, blowers, or air conditioning must be provided when the ambient temperature is 85 °F (29.5 °C) or higher. The relative humidity must be maintained at a level that ensures the health and well-being of the dogs or cats housed.
- (b) *Illness or stress.* If upon inspection, dogs or cats exhibit conditions or signs of illness or stress associated with poor or improper ventilation, air circulation, auxiliary ventilation or humidity levels, the Department may take appropriate measurements and readings in all areas of the structure or kennel where the illness or stress is present, to determine if the kennel or structure is in compliance with all provisions of this chapter relating to ventilation and ammonia levels.
- (c) *Levels.* Ammonia levels in all areas and rooms of the structure or building, kennel and kennel housing facility, where a dog or cat is housed, kept or present, including primary enclosures shall not be greater than 15 ppm (parts per million) except within 30 minutes of the completion of active cleaning or sanitation of that primary enclosure.
- (d) *Measurements.* Ammonia level measurements shall be taken at the level of the dogs or cats using hydrion ammonia test paper.

Any person violating or aiding in the violation of any provision of this County Ordinance, or resisting, obstructing, impeding the Animal Control authority or any authorized officer in enforcing this Ordinance, shall be fined no less than fifty dollars (\$50.00) or no more than five hundred dollars (\$500.00)

Sec. 6-91. - Humane care and treatment.

- (a) It shall be unlawful for any person to abuse or neglect or in any way treat inhumanely any animal within the county.
- (b) This county animal control ordinance shall cause all persons within the county to abide by the Humane Care for Animals Act as established in 510 ILCS 70/1 et seq.
- (c) Cruel treatment. No person shall cruelly treat any animal as established under Illinois Humane Care for Animals Act; this shall include the prohibition of persons to crop any animal's ears, dock an animal's tail, or perform any similar surgeries except by a licensed veterinarian. 510 ILCS 70/3.01 & 3.03.
- (d) No owner or person shall confine any animal in a motor vehicle or enclosed trailer, kennel, doghouse, or any type of container or structure used for confinement in such a manner that places it in a life or health threatening situation by exposure to a prolonged period of extreme heat or cold. In order to protect the health and safety of an animal, an animal control officer, law enforcement officer, or department investigator who has probable cause to believe that this section is being violated shall have authority to enter such motor vehicle by any reasonable means under the circumstances after making a reasonable effort to locate the owner or person.
- (e) No person driving a motor vehicle shall transport any animal in the back of the vehicle or any load on the vehicle unless the space is enclosed or has side and tail racks to the height of at least 46 inches extending vertically from the floor, the vehicle has installed means of preventing the animal from being discharged, or the animal is cross tethered to the vehicle, or is protected by secured container or cage in the manner which will prevent animal from being thrown, falling or jumping from the vehicle.
- (f) No person shall keep any animal within a building or upon any premises without food, water, or proper care and attention for a period of time sufficient to cause undue discomfort or suffering. If the owner cannot be located after reasonable search, or if the owner shall be known to be absent due to injury, illness, incarceration or other involuntary circumstances, it shall be the duty of the administrator or a humane investigator to act upon the complaint as directed by the Humane Care for Animals Act (510 ILCS 70/1 et seq.).
- (g) No person shall abandon any animal on any public or private property or roadway within county. 510 ILCS 70/3.01.
- (h) Any person striking, injuring, or killing any dog, cat or domestic animal with a vehicle shall render assistance when possible and/or notify the owner, police or an animal control officer.
- (i) Owner's duties as listed in the Illinois State Humane Care for Animals Act (510 ILCS 70/3) and as pertains to the county animal control ordinance, under "adequate shelter and protection for weather" shall include:
 - (1) *Proper shelter* . Shall be defined as protection from weather for a dog or cat as a moisture proof building, with dry floor, free from feces, and adequate clean bedding material
 - (2) *Sufficient room* . A pen or kennel shall be of sufficient room to provide adequate exercise. Cable, lead line, tie line or any line used to secure animal in yard or pen shall be of sufficient length and placement to provide tangle free exercise.
 - (3) *Shelter from sunlight* . When sunlight is likely to cause overheating or discomfort, sufficient shade shall be provided to allow all animals/pets kept outdoors to protect themselves from the direct rays of the sun.
 - (4) *Shelter from rain or snow* . Animals/pets kept outdoors shall be provided with access to shelter to allow them to remain dry during rain or snow.

- (5) *Shelter from cold weather* . Shelter shall be provided for all animals/pets kept outdoors to afford comfort and protection to such animals appropriate for the local climatic conditions and the animal/pet species concerned.
- (6) *Shelter from extreme heat or cold* . Shelter that is provided in an enclosed area such as enclosed porch or vehicle, shall not cause danger, distress or discomfort to the animal.
- (7) *Drainage* . A suitable method shall be provided to rapidly eliminate excess water to prevent a damp, wet or muddy environment.
- (8) *[Restrictions on dogs left outdoors.]* No dog may be left outdoors in the case of extreme weather conditions, including when a heat advisory, a wind chill warning, thunderstorm warning, or tornado warning has been issued by local, state, or national authority.
- (j) A dog must be tethered in such a manner as to prevent injury or strangulation and the tether must be at least ten feet long.
- (k) The tether must be attached to the dog by a properly fitting collar or harness with a rotating toggle attachment. Pinch, prong, or choke collars shall not be used. The tether shall not wrap directly around the dog's neck.
- (l) **No owner or person shall confine any dog in an enclosure, kennel, doghouse, or any type of container or structure with excessive growth of vegetation or on hazardous premises.**

Any person violating or aiding in the violation of any provision of this section, or resisting, obstructing, impeding the animal control authority or any authorized officer in enforcing this section, shall be fined no less than \$50.00 or no more than \$500.00. For the first offense, a warning citation may be issued.

Sec. 6-92. - Excessive or habitual violations.

- (a) When a pet owner has three or more violations of the same type or violations in combination, regarding one or more pets, the administrator may have one or more such pets removed from an owner or custodian and place for adoption or otherwise dispose of such animals in a humane manner.
- (b) When the violation is regarding inhumane treatment of animals, the administrator may deem the owner unfit and ban from owning or having pets in his/her care for a set period of time. After that time has elapsed, he/she will again be allowed to own or care for animals after a thorough investigation by an animal control officer or state humane investigator.
- (c) When an owner has been banned from owning or having animals in his/her care; information shall be provided to all other animal control officers, shelters, and humane investigators.
- (d) An owner/custodian may appeal a decision pursuant to section 6-92 of this ordinance, to the administrator of county animal control or his or her designee.

ARTICLE VI. - STRAYING AND STRAY DOGS

Sec. 6-101. - Notification by persons finding straying or stray dogs.

- (a) Any person who finds a straying dog and (1) provides care or safekeeping or (2) retains the dog in such a manner as to control its activities shall immediately:
 - (1) Make a reasonable attempt to notify the owner of the found dog if the owner can be ascertained from any tag, license, collar, tattoo, or other form of identification or markings or if the owner of the dog is otherwise known to the individual. If an owner cannot be located or contacted, the dog must be turned over to Whiteside County animal control by 9:30 a.m. the next business day morning. If an individual is unable to make contact with Whiteside County animal control, their local law enforcement agency may be contacted.
- (b) Any person who finds a stray dog and (1) provides care or safekeeping or (2) retains the dog in such a manner as to control its activities shall immediately:

- (1) If the dog has been found during normal business hours Monday thru Friday 9:00 a.m. - 5:00 p.m. with no county registration tag, microchip, license, collar, tattoo, or other form of identification or markings the dog must immediately be turned over to the county animal control. Individuals will be asked to provide to the county animal control their name, contact information and the location where the dog was found. Any stray dog found after normal business hours must be turned over to the county animal control by 9:30 a.m. the next business day morning. If an individual is unable to make contact with the county animal control, their local law enforcement agency may be contacted.
- (c) If a person finds a stray or straying dog and (1) provides care or safekeeping or (2) retains the dog in such a manner as to control its activities, the individual shall comply with the provisions as it pertains to Humane Care for Animals Act (510 ILCS 70/3.01) (from Ch. 8, par. 703.01) and (510 ILCS 70/3) (from Ch. 8, par. 703)

Any person violating or aiding in the violation of any provision of this section, or resisting, obstructing, impeding the animal control authority or any authorized officer in enforcing this section, shall be fined no less than \$50.00 or no more than \$500.00. For the first offense, a warning citation may be issued. Each day a person fails to comply constitutes a separate offense.

ARTICLE VII. - MANAGED CARE OF FERAL CATS⁽⁶⁾

Sec. 6-112. - Responsibilities of owners of domesticated cats.

- (a) Owners of domesticated cats shall provide appropriate and adequate food, water and shelter for their cats.
- (b) The owner of a domesticated cat shall exercise reasonable care to guard against the cat creating a nuisance.
- (c) Owners of domesticated cats shall not permit their cats to roam unsupervised off their property.
- (d) An owner shall not abandon a domesticated cat.

Sec. 6-113. - Feral cat colonies.

- (a) Feral cat colonies shall be permitted and feral cat colony caretakers shall be entitled to maintain and care for feral cats by providing food, water, shelter and other forms of sustenance, provided that the feral cat colonies are registered with a department approved sponsor, as defined in section 10-97(b), and that the feral cat colony caretaker takes all appropriate and available steps to meet the terms and conditions of this article.
- (b) Sponsorship of colony TNR programs. Any animal humane society that agrees to comply with the requirements of this article for sponsors shall be eligible to act as a sponsor. Any humane society intending to undertake the responsibilities of sponsor shall so advise the department in writing and provide its address and telephone number, and electronic mail address if applicable.
- (c) Sponsor requirements. It shall be the duty of the sponsor to:
 - (1) Review and, in its discretion, approve of feral cat colony caretakers.
 - (2) Help to resolve any complaints over the conduct of a feral cat colony caretaker or of cats within a colony.
 - (3) Maintain records provided by feral cat colony caretakers on the size and location of the colonies as well as the vaccination, micro-chipping, and spay and neuter records of cats in the sponsor's colonies.
 - (4) Provide, at a minimum, written educational training for all caretakers addressing uniform standards and procedures for colony maintenance.

- (5) Report annually to the department on the following:
 - a. Number and location by zip code of colonies for which it acts as a sponsor in the county;
 - b. Total number of cats in each of its colonies;
 - c. Number of cats from its colonies micro-chipped, vaccinated, and spayed and neutered pursuant to the TNR program and number of cats and kittens from its colonies placed in permanent homes.
 - (6) Use due consideration to prevent feral cat colonies from being maintained on lands managed for wildlife or other natural resources, such as but not limited to nature preserves, where the presence of a feral cat colony is a proven threat, and to avoid the taking of rare, threatened or endangered species under the Illinois Endangered Species Protection Act;
 - (7) Provide any forms or other documentation necessary to allow feral cat colony caretakers to receive any public or private subsidies, medical care or other forms of assistance for their feral cat colonies which may be available to them;
 - (8) Provide to the department the location, by address, of feral cat colonies where feral cat colony caretakers have regularly failed to comply with this article or where the sponsor has been unable to resolve a nuisance behavior situation.
- (d) Feral cat colony caretaker responsibilities. In order to be an approved managed feral cat colony caretaker, said caretakers shall be responsible for the following:
- (1) Registering the colony with the sponsor.
 - (2) Taking all appropriate and available steps to vaccinate the colony population for rabies, preferably with a three-year vaccine and to update the vaccinations as warranted and mandated by law.
 - (3) Taking all appropriate and available steps to have the colony population spayed or neutered by a licensed veterinarian.
 - (4) Ear tipping the left ear of a colony cat that has been vaccinated and spayed or neutered so that colony cats can be readily identified.
 - (5) Having an EAID inserted into each colony cat by a veterinarian in accordance with professional medical standards. The sponsor and the feral cat colony caretaker shall be the named contacts for purposes of the EAID.
 - (6) Providing the sponsor with descriptions of each cat in the colony and copies of documents demonstrating that the cats have been vaccinated, micro-chipped, and spayed or neutered.
 - (7) Providing food, water and, if feasible, shelter for colony cats.
 - (8) Obtaining proper medical attention for any colony cat that appears to require it.
 - (9) Observing the colony cats at least twice per week and keeping a record of any illness or unusual behavior noticed in any colony cat.
 - (10) Obtaining the written approval of the owner of any property, or any authorized representative of the owner, to which the caretaker requires access to provide colony care.
 - (11) Taking all reasonable steps to (1) remove kittens from the colony after they have been weaned, (2) place the kittens in homes or foster homes for the purpose of subsequent permanent placement, and (3) capture and spay the mother cat.
 - (12) Reporting semi-annually in writing to the sponsor on (1) the location of the colony, (2) the number and gender of all cats in the colony, (3) the number of cats that died or otherwise ceased being a part of the colony; (4) the number of kittens born to colony cats and their disposition, (5) the number of cats placed in animal shelters or in permanent homes as companion cats, (6) the number of cats vaccinated, (7) the number of cats micro-chipped, and (8) the number of cats spayed or neutered.

- (e) Withdrawal of feral cat colony caretaker or sponsor. In the event that a feral cat colony caretaker is unable or unwilling to continue in that role, he or she shall notify his or her sponsor.

In the event a sponsor is unable or unwilling to continue to perform its role, it shall so advise the department. The sponsor shall work with the department to obtain a replacement sponsor. If no new sponsor is found within 30 days, the sponsor shall notify the department.

- (f) Disposition of feral cat colony cats.

- (1) An animal control officer who has trapped a cat whose left ear has been tipped or which bears some other distinguishing mark, such as but not limited to a tattoo, indicating that it belongs to a feral cat colony, shall scan the cat for an EAID. If an EAID is found, the officer shall attempt to contact the sponsor or feral cat colony caretaker. If an EAID is not found, the officer shall take reasonable steps to notify a sponsor of the description and sex of the cat, and if available, the address or location where the cat was trapped. The sponsor shall then take all appropriate and available steps to identify the feral cat colony caretaker of this cat or a feral cat colony caretaker who will take responsibility for managing this cat.
- (2) If the feral cat colony caretaker is not able to immediately take custody of the cat, the officer shall transport the cat to the sponsoring humane society's animal shelter or nearest animal shelter. The feral cat colony caretaker shall be responsible for retrieving the cat from the shelter within three (3) business days or advising the shelter if he or she does not intend to retrieve the cat.
- (3) The department, its designee, or a licensed veterinarian, shall be the only persons permitted to destroy a feral cat.
- (4) No person may knowingly poison or cause to be poisoned, or cause the destruction by any other means, of a feral cat. Animal care, subsection (k), the only exception will be by written permit from the Illinois Department of Agriculture for the purpose of controlling diseases transmissible to humans or other animals and only when all other methods and means have been exhausted. Such a permit shall name a person or persons conducting the poisoning, specify the products to be used, give the boundaries of the area involved and specify the precautionary measures to be employed to insure the safety of humans and other animals. Any drugs used for the euthanasia shall be by or under the direction of a licensed veterinarian.

Sec. 6-114. - Chapter enforcement.

- (a) The department or its designee, in order to encourage the stabilization of the feral cat population in the county, shall have the following rights:

- (1) The right to trap in a humane manner and remove any cats that (1) have not been vaccinated against rabies or which are demonstrating signs of the disease, (2) are not spayed or neutered, (3) are not identifiable through an EAID as belonging to a feral cat colony that has a sponsor and a feral cat colony caretaker, or (4) for public health or public safety concerns.

If no issue of public health or safety exists, or if any issues of public health and safety can be addressed by the removal and relocation of the cat to another area, a sponsor can arrange to have the cat spayed or neutered, ear tipped, and vaccinated against rabies by a licensed veterinarian, and have an EAID inserted. The sponsor may then arrange for the cat to be adopted or placed in a feral cat colony.

If a feral cat is demonstrating signs of having rabies, or has an illness or injury that presents an imminent danger to the public health or safety, or to its own person, that cat shall be humanely destroyed under the supervision of the PH administrator or his/her designee (preferably an infectious disease authority).

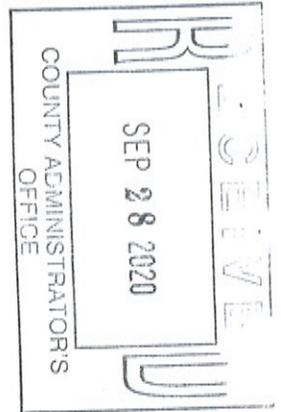
- (2) The right to direct that a sponsor remove a feral cat that is creating a nuisance if the sponsor has failed to adequately resolve the nuisance within 30 days after being given written notice thereof. In the event that the department directs the sponsor to remove the cat, the sponsor shall have 30 days to do so. Failure of the sponsor to remove the cat within said time period (or such longer time as the department may specify) shall constitute grounds for the department to remove the cat.
- (b) Animal control officers ("ACO") or police officers shall investigate any nuisance complaint allegedly caused by a feral cat.
 - (1) In the event that an ACO or police officer finds that a feral cat or feral cat colony has created a nuisance, the ACO or police officer shall advise the department and sponsor in writing of the nuisance.
 - (2) The sponsor shall have the right to review the matter with the administrator of the department. If the sponsor is not able to satisfy the administrator that a nuisance is not occurring, the sponsor shall have 30 days to comply with the administrator's direction with respect to correcting the nuisance. If the sponsor fails to correct the nuisance, the department shall have the right to remove the cat.
 - (c) If a sponsor fails to perform its responsibilities as defined in section 6-113(c) of this article, the department may notify the sponsor that it must comply with the requirements of this article within 30 days. If the sponsor fails to do so, the department may remove this sponsor from the list of department approved sponsors, and may reassign the feral cat colonies from this sponsor to another sponsor.
 - (d) If a feral cat colony caretaker regularly fails to comply with this article, the sponsor may notify the feral cat colony caretaker that he or she has 30 days to make all reasonable efforts to fulfill the responsibilities defined in section 6-113(d) of this article. If the feral cat colony caretaker fails to comply within that time period, the sponsor may identify and obtain replacement feral cat colony caretakers for the feral cat colonies of the non-compliant feral cat colony caretaker. If no other feral cat colony caretaker can be found within 30 days, the sponsor shall notify the department, and the department may humanely remove all, or parts of, the feral cat colonies and dispose of them in accordance with section.
 - (e) Feral cats who were spayed or neutered and vaccinated for rabies prior to the date on which this article became effective, but did not have an EAID inserted or were marked as feral by some indication other than a left eartip, such as but not limited to a tattoo, shall be deemed to be in compliance with this article, if all other requirements in section 6-113(d) are being met by their feral cat colony caretaker. Feral cat colony caretakers shall take all appropriate and available steps to bring these cats into compliance with the provisions of this ordinance within three years of its enactment, or upon revaccination of the cats for rabies, whichever comes first.

Whiteside County Veterans Assistance Commission



Terry Woodard - Superintendent

Monthly Report for July 2020
(22 June 2020 through 25 July 2020 - A five week month)



I. Number of Drivers this month: **5**

Transportation to:	Veterans	Trips	Transported from:	Veterans
Iowa City	6	6	Rock Falls	2
Davenport	2	2	Sterling	6
Madison	0	0	Coleta	0
Rockford	1	1	Tampico	1
Freeport	0	0	Morrison	0
Hines	0	0	Fulton	0
LaSalle	0	0	Erie	0
	=====	=====	Lyndon	0
Total:	9	9	Prophetstown	0
				=====
				9

Total number of veterans transported this month:
24 days were cancelled in July due to the Covid-19 Quarantine.

II. Miles Logged: **1875** Estimated Volunteer Hours: **55**
 Cost per veteran transported: **\$108.33** Cost (Fiscal Year) per veteran to date: **\$69.28**
 Number of trips transporting one veteran: **9** which is **100%** of the cost this month.

Number of veterans transported through	Jul 2020	248
Number of veterans transported through	Jul 2019	431
		=====
YTD Comparison of Jul 2020 with Jul 2019		183 Less

Rent Assistance	Requests	Amount	Utility Assistance	Requests	Amount
Rock Falls	2	\$360.00	Rock Falls	3	\$190.00
Sterling	0	\$0.00	Sterling	0	\$0.00
Morrison	0	\$0.00	Morrison	0	\$0.00
Tampico	0	\$0.00	Tampico	0	\$0.00
Lyndon	0	\$0.00	Lyndon	0	\$0.00
Prophetstown	0	\$0.00	Prophetstown	0	\$0.00
Fulton	0	\$0.00	Fulton	0	\$0.00
	=====	=====		=====	=====
Total:	2	\$360.00	Total:	3	\$190.00

III. Working capital as of 17 July, 2020 **\$3,825.43**

IV. **New cases this month:**

Transportation	1
Rent Assistance	0
Utility Assistance	0
	=====
Total:	1

Total Cases to Date: 1130

Whiteside County Veterans Assistance Commission



Terry Woodard - Superintendent

Monthly Report for August 2020
(27 July 2020 through 22 August 2020 - A four week month)

I. Number of Drivers this month: 5

Transportation to:	Veterans	Trips	Transported from:	Veterans
Iowa City	5	5	Rock Falls	0
Davenport	1	1	Sterling	7
Madison	0	0	Coleta	0
Rockford	1	1	Tampico	0
Freeport	0	0	Morrison	0
Hines	0	0	Fulton	0
LaSalle	0	0	Erie	0
	=====	=====	Lyndon	0
Total:	7	7	Prophetstown	0
				=====
			Total number of veterans transported this month:	7

20 days were cancelled in August due to the Covid-19 Quarantine.

II. Miles Logged: 1500 Estimated Volunteer Hours: 46
 Cost per veteran transported: **\$111.43** Cost (Fiscal Year) per veteran to date: **\$69.28**
 Number of trips transporting one veteran: **7** which is **100%** of the cost this month.

Number of veterans transported through Aug 2020: **255**
 Number of veterans transported through Aug 2019: **508**

YTD Comparison of Aug 2020 with Aug 2019
=====
253 Less

Rent Assistance	Requests	Amount	Utility Assistance	Requests	Amount
Rock Falls	0	\$0.00	Rock Falls	0	\$0.00
Sterling	0	\$0.00	Sterling	0	\$0.00
Morrison	0	\$0.00	Morrison	0	\$0.00
Tampico	0	\$0.00	Tampico	0	\$0.00
Lyndon	0	\$0.00	Lyndon	0	\$0.00
Prophetstown	0	\$0.00	Prophetstown	0	\$0.00
Fulton	0	\$0.00	Fulton	0	\$0.00
	=====	=====		=====	=====
Total:	0	\$0.00	Total:	0	\$0.00

III. Working capital as of 14 August, 2020 \$3,825.23

IV. New cases this month:
 Transportation: 0
 Rent Assistance: 0
 Utility Assistance: 0
=====
Total: 0

Total Cases to Date: 1130

WHITESIDE COUNTY COURT SERVICES

September 2020

ADULT DIVISION

PRE-SENTENCE INVESTIGATIONS	Ordered: 1 Pending: 3
ACTIVE SUPERVISION	Beginning: 447 New: 30 Closed: <u>35</u> Ending: 442
ADMINISTRATIVE CASELOAD	352
TOTAL CASELOAD	794
DRUG COURT CLIENTS	11
DOC COMMITMENTS	3
TRANSFERRED CASES	8
VIOLATIONS REPORTED	15
PUBLIC SERVICE WORK	Beginning: 327 New: 17 Closed: <u>13</u> Ending: 331 Hours Completed: 1039

JUVENILE DIVISION

SOCIAL INVESTIGATIONS	Completed: 1
ACTIVE SUPERVISION	Beginning: 28 New: 3 Closed: <u>3</u> Ending: 28
ADMINISTRATIVE CASELOAD	6
TOTAL CASELOAD	34
INTAKE SCREENINGS	1
DOC COMMITMENTS	0
TRANSFERRED CASES	0
VIOLATIONS REPORTED	0
PUBLIC SERVICE WORK	Beginning: 13 New: 3 Closed: <u>1</u> Ending: 15 Hours Completed: 25

ELECTRONIC MONITOR HOME DETENTION

EMHD	Beginning: 10
	New: 5
	Closed: <u>5</u>
	Ending: 10

FEES COLLECTED

RESTITUTION	\$ 9,148.39
EMHD	\$ 1,440.00
PROBATION FEES	\$ 1,718.49
CARE KEEP	\$ 2,105.00

PLACEMENTS

	Juveniles	Total Days	Cost Per Day	Total Cost
Arrowhead Ranch:	0	0	\$ 147.39	\$ 0.00
Focus House:	0	0	\$ 136.00	\$ 0.00
Mary Davis Home:	4	62	\$ 125.00	\$ 7,750.00

Medical & Incidentals: \$ 101.00

TOTAL: \$ 7,851.00

JUDICIARY COMMITTEE REPORT

FY20 Totals

TOTAL DEPOSITS for month

	xxx	Aug-20	Jul-20	Jun-20	May-20	Apr-20	Mar-20	Feb-20	Jan-20	Dec-19
ACH (online payments-govpay)		\$12,576.50	\$8,264.00	\$8,864.00	\$2,895.00	\$6,470.50	\$8,181.20	\$8,027.50	\$13,555.00	\$8,504.50
**number of transactions	886	89	102	90	55	73	89	91	113	108
ACH (online payments-efile)		\$47,762.50	\$42,378.00	\$31,783.00	\$16,663.50	\$14,584.50	\$47,484.00	\$62,945.50	\$56,946.50	\$55,510.00
**number of pay e-filing transactions	2837	253	264	142	68	62	300	573	399	486
**number of total e-filing transactions	23970	2664	2554	2030	1335	1122	2643	2938	3213	2889
Epay 2 (eplea & epay)		\$67,441.37	\$52,017.90	\$53,416.98	\$44,971.62	\$65,568.20	\$86,331.28	\$59,791.57	\$63,569.30	\$50,906.93
**number of transactions	5617	607	506	475	488	572	682	523	637	576
****total pay transactions for the month	16845	1755	1650	1289	847	922	1987	2259	2237	2310

TOTAL CHECKS issued for month

WHITESIDE COUNTY

of this total - portions received

Circuit Clerk Budgets		\$78,175.61	\$71,271.34	\$57,146.24	\$47,875.40	\$22,289.79	\$27,162.57	\$74,628.29	\$85,164.80	\$81,657.42
**Circuit Clerk Fees	\$385,940.83	\$47,504.34	\$42,076.79	\$35,446.38	\$30,904.78	\$14,190.19	\$14,679.42	\$43,466.54	\$56,161.79	\$49,891.63
**Court Automation	\$87,549.81	\$12,438.16	\$11,715.95	\$8,828.37	\$6,858.77	\$3,221.58	\$4,889.14	\$11,901.46	\$12,908.90	\$12,210.22
**Court Records Storage	\$97,324.40	\$12,225.46	\$11,804.32	\$8,901.53	\$6,786.31	\$3,266.02	\$5,102.21	\$12,519.29	\$11,893.50	\$12,719.23
**Circuit Clerk Operation	\$23,284.43	\$2,953.00	\$2,777.68	\$2,025.50	\$1,677.00	\$829.00	\$1,152.00	\$3,032.00	\$2,819.25	\$3,104.50
**E-Citations	\$22,837.65	\$3,054.65	\$2,896.60	\$1,844.46	\$1,648.54	\$783.00	\$1,339.80	\$3,133.20	\$2,388.80	\$2,941.40
Judge Authority Budgets		\$11,209.93	\$10,646.16	\$8,122.50	\$6,391.07	\$3,639.39	\$3,732.41	\$10,692.95	\$12,499.87	\$11,292.42
State's Attorney Budgets		\$5,820.47	\$5,155.90	\$3,356.41	\$3,391.47	\$1,884.46	\$2,307.04	\$5,810.23	\$5,977.43	\$5,511.00
Public Defender Budgets		\$4,417.64	\$3,732.59	\$4,792.38	\$2,226.83	\$1,385.96	\$1,204.09	\$5,250.28	\$5,137.69	\$2,160.94
Sheriff Budgets		\$46,006.93	\$39,522.78	\$31,280.59	\$30,431.48	\$13,412.41	\$17,232.62	\$37,110.46	\$37,868.80	\$39,588.60
Probation Services Budgets		\$18,796.07	\$21,444.16	\$18,665.82	\$16,250.26	\$8,530.46	\$10,962.16	\$26,202.00	\$23,161.85	\$19,589.44
***Restitution	\$69,399.64	\$9,148.39	\$6,936.98	\$5,514.69	\$4,102.35	\$3,625.12	\$4,162.04	\$14,943.74	\$6,978.25	\$7,940.30
IL STATE TREASURER		\$54,227.54	\$40,947.26	\$37,798.29	\$27,052.73	\$19,613.18	\$26,104.34	\$57,949.31	\$56,720.29	\$49,166.98

JURY INFORMATION

Juror Fees paid	\$4,800.00	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,175.00	\$0.00
Number of Jury Trials	2	0	0	0	0	0	0	0	1	0
Number of Jury Trial Days	4	0	0	0	0	0	0	0	2	0
Grand Jury days	1	1	0	0	0	0	0	0	0	0

CREDIT COLLECTION PARTNERS

Payments from CCP	\$32,124.66	\$3,470.38	\$3,136.36	\$2,989.43	\$1,667.09	\$2,082.36	\$3,233.74	\$5,048.10	\$3,467.41	\$2,745.46
Credit Collections collected by Clerk	\$26,956.53	\$2,906.06	\$2,614.51	\$3,027.62	\$1,453.50	\$3,144.54	\$2,185.78	\$5,994.43	\$2,311.67	\$1,951.67
Total - FY2020	\$59,081.19	\$6,376.44	\$5,750.87	\$6,017.05	\$3,120.59	\$5,226.90	\$5,419.52	\$11,042.53	\$5,779.08	\$4,697.13

Previous Balance
Ending Total (starting from Jan 2017)

<u>DEPARTMENTAL BUDGET</u>	** <u>Budget Line Item</u> **	<u>Sep-20</u>	
<u>Circuit Clerk Budgets</u>			
Circuit Clerk Fees	01.07.210.41230	\$47,504.34	
Court Automation	16.07.213.41145	\$12,438.16	
Clerk Op	20.07.210.41145	\$2,953.00	
Court Records Storage	37.07.216.41145	\$12,225.46	
Circuit Clerk - E Citations	64.07.218.41242	\$3,054.65	
			\$78,175.61
<u>Judge Authority Budgets</u>			
Court Administration	01.07.211.41240	\$7,611.47	
County Reimbursement	01.07.211.41280	\$38.46	
Law Library	21.07.214.41145	\$3,560.00	
			\$11,209.93
<u>State's Attorney Budgets</u>			
State's Attorney Fees	01.03.220.41145	\$5,323.66	
Victim Impact	01.03.220.41155	\$60.00	
State's Atty Records Auto	54.03.224.41145	\$436.81	
			\$5,820.47
<u>Public Defender Budgets</u>			
Public Defender	01.07.230.41150	\$3,876.64	
Public Defender GAL fees	01.07.230.41150	\$375.00	
Public Defender Records Auto	53.07.231.41145	\$166.00	
			\$4,417.64
<u>Sheriff Budgets</u>			
Sheriff - Fines and Fees	01.03.340.41145	\$31,518.26	
Sheriff - Highway Hire Back	01.03.340.41145	\$0.00	
Sheriff - FTA Warrant Fee	01.03.340.41230	\$0.00	
Sheriff - Periodic Imprismnt	01.03.340.41230	\$0.00	
Sheriff - Police Vehicle Fund	01.03.340.41230	\$20.00	
Sheriff - Sheriff Fees	01.03.340.41230	\$1,044.23	
Sheriff - Traffic (county fees)	01.03.340.41230	\$566.64	
Sheriff - Judicial Security	01.03.340.41235	\$11,224.11	
Sheriff - DUI Fund	22.03.340.41145	\$709.50	
Sheriff - Arrestees Medical	25.03.346.41145	\$250.00	
Sheriff - Drug Enforcement	26.03.345.41100	\$495.79	
Sheriff - E Citation	72.03.340.41242	\$178.40	
			\$46,006.93
<u>Probation Services Budgets</u>			
Transfer Fee	01.07.210.41230	\$128.00	
Care/Keep	01.07.240.41180	\$2,105.00	
Civil Citation-Drug Addiction	01.07.245.41145	\$30.00	
Drug Crt/Prob Solving Court	01.07.245.41154	\$1,635.58	
Reimb Drug Ct PSF	01.07.245.41280	\$210.00	
DV Surveillance	34.07.241.41145	\$284.00	
Lab Analysis	34.07.241.41145	\$1,076.00	
Risk Assessment	34.07.241.41145	\$0.00	
Probation/Court Services	34.07.241.41145	\$11,887.49	
Home Confinement	34.07.241.41195	\$1,440.00	
			\$18,796.07
<u>TOTAL</u>		<u>\$164,426.65</u>	

STATISTICS 2020

July Totals	
1st App - JA	0
1st App - JD	2
1st App - J	0
1st App/Plea Agreement	0
1st App - TR & CM	0
1st App - PTR	1
Stipulation	6
Adjudicatory Hearing	4
VOP Hearing	0
PTC/Status - JA	32
PTC/Status - TR & CM	0
PTC/Status - JD	6
PTC/Plea - JD	6
PTC/ TR & CM plea	0
PTC/Status - J	0
PTC/Plea - J	0

August Totals	
1st App - JA	0
1st App - JD	6
1st App - J	0
1st App/Plea Agreement	0
1st App - TR & CM	0
1st App - PTR	0
Stipulation	3
Adjudicatory Hearing	2
VOP Hearing	0
PTC/Status - JA	25
PTC/Status - TR & CM	0
PTC/Status - JD	2
PTC/Plea - JD	2
PTC/ TR & CM plea	0
PTC/Status - J	0
PTC/Plea - J	1

September Totals	
1st App - JA	0
1st App - JD	5
1st App - J	0
1st App/Plea Agreement	0
1st App - TR & CM	0
1st App - PTR	1
Stipulation	7
Adjudicatory Hearing	8
VOP Hearing	0
PTC/Status - JA	20
PTC/Status - TR & CM	0
PTC/Status - JD	12
PTC/Plea - JD	3
PTC/ TR & CM plea	0
PTC/Status - J	0
PTC/Plea - J	0

STATISTICS 2020

Motions - JA	6
Motions - JD	0
PTR Hearing	0
Trial/Sentencing	0
Permanency/Review	25
Court Review - JA	0
Court Review - JD	0
Shelter Care	3
Detention Hearing	0
Dispositional Hearing	6
# of POA's	66
# of cases w/GAL Fees	3
# of cases w/Restitution	1
# victims for Restitution	3
GAL Fees \$	\$375.00
Restitution \$	\$1,741.34
Reimbursement \$	\$2,120.00

Motions - JA	8
Motions - JD	1
PTR Hearing	0
Trial/Sentencing	0
Permanency/Review	22
Court Review - JA	0
Court Review - JD	1
Shelter Care	6
Detention Hearing	0
Dispositional Hearing	3
# of POA's	45
# of cases w/GAL Fees	1
# of cases w/Restitution	0
# victims for Restitution	0
GAL Fees \$	\$150.00
Restitution \$	\$0.00
Reimbursement \$	\$60.00

Motions - JA	0
Motions - JD	3
PTR Hearing	0
Trial/Sentencing	2
Permanency/Review	36
Court Review - JA	0
Court Review - JD	0
Shelter Care	4
Detention Hearing	0
Dispositional Hearing	7
# of POA's	69
# of cases w/GAL Fees	2
# of cases w/Restitution	3
# victims for Restitution	3
GAL Fees \$	\$600.00
Restitution \$	\$1,500.00
Reimbursement \$	\$1,110.00

RESOLUTION



WHEREAS, The County of Whiteside, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Whiteside, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

FAIRVIEW SUB #2 LOT 5 BLK 4 332700x

PERMANENT PARCEL NUMBER: 11-33-155-004

As described in certificate(s): 2015-00286 sold on October 27, 2016

Commonly known as: 1209 W. 16TH ST.

and it appearing to the Finance Committee that it is in the best interest of the County to dispose of its interest in said property, by a reconveyance, to the owner of a former interest in said property.

WHEREAS, Candy Dugger, For Agnes L Jones, has paid \$2,020.56 for the full amount of taxes involved and a request for reconveyance has been presented to the Finance Committee and at the same time it having been determined that the County shall receive \$1,380.52 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$31.00 for cancellation of Certificate(s), Clerk Notice Fee and to reimburse the revolving account the charges advanced from this account, and the Recorder of Deeds shall receive \$0.00 for recording. The remainder is the amount due the Agent under his contract for services.

WHEREAS, your Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF WHITESIDE COUNTY, ILLINOIS, that the Chairman of the Board of Whiteside County, Illinois, be hereby authorized to execute a 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 above described real estate for the sum of \$1,380.52 to be paid to the Treasurer of Whiteside County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

36

RESOLUTION



WHEREAS, The County of Whiteside, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Whiteside, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

FAIRVIEW SUB #2 LOT 4 BLK 4 332600x

PERMANENT PARCEL NUMBER: 11-33-155-005

As described in certificate(s): 2015-00287 sold on October 27, 2016

Commonly known as: W. 16TH ST.

and it appearing to the Finance Committee that it is in the best interest of the County to dispose of its interest in said property, by a reconveyance, to the owner of a former interest in said property.

WHEREAS, Candy Dugger, For Agnes L Jones, has paid \$1,639.81 for the full amount of taxes involved and a request for reconveyance has been presented to the Finance Committee and at the same time it having been determined that the County shall receive \$1,042.51 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$31.00 for cancellation of Certificate(s), Clerk Notice Fee and to reimburse the revolving account the charges advanced from this account, and the Recorder of Deeds shall receive \$0.00 for recording. The remainder is the amount due the Agent under his contract for services.

WHEREAS, your Finance Committee recommends the adoption of the following resolution:

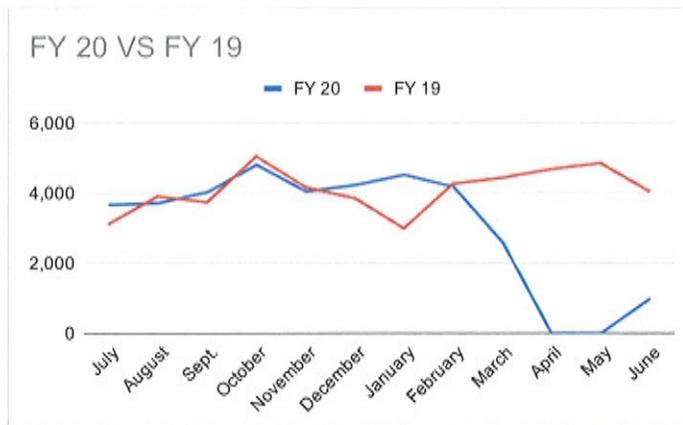
BE IT RESOLVED BY THE COUNTY BOARD OF WHITESIDE COUNTY, ILLINOIS, that the Chairman of the Board of Whiteside County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,042.51 to be paid to the Treasurer of Whiteside County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

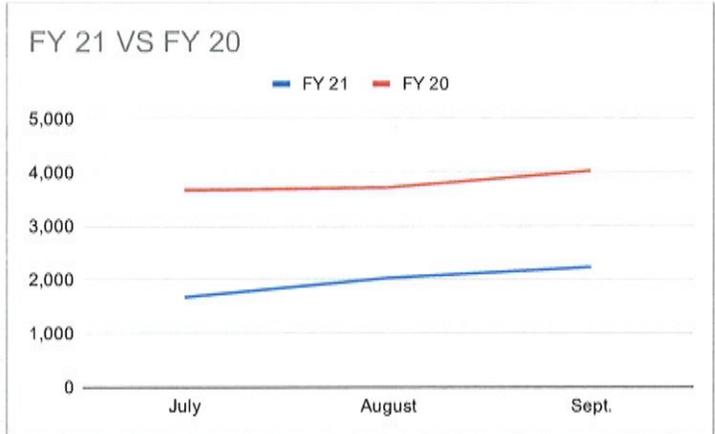
ATTEST:

CLERK

COUNTY BOARD CHAIRMAN



	FY 20	FY 19	Increase	
July	3,673	3,116	557	
August	3,722	3,915	-193	
Sept.	4,033	3,748	285	
October	4,813	5,056	-243	
November	4,056	4,180	-124	
December	4,232	3,855	377	
January	4,528	3,000	1,528	
February	4,185	4,269	-84	
March	2,610	4,443	-1,833	
April	0	4,692	-4,692	
May	0	4,857	-4,857	
June	991	4,045	-3,054	
	36,843	49,176	-12,333	-25%



	FY 21	FY 20		
July	1,677	3,673	-1,996	
August	2,034	3,722	-1,688	
Sept.	2,237	4,033	-1,796	
October				
November				
December				
January				
February				
March				
April				
May				
June				
	5,948	11,428	-5,480	-48%

Aviation Content Creator Awards

Aviation successes depend on finding a niche within the industry. Having something that is unique draws a huge crowd.

Aviation Content Creator Awards (ACCA) is focused on online aviation related educational, inspirational, and informative videos hosted mainly on YouTube, but spans across several social media platforms.

Like the Warbirds event, this will be held the weekend prior to Oshkosh AirVenture, the largest aviation gathering in the world. Unfortunately for the Warbirds event, it was cut short by a very notable crash of a B-17 that forced the Federal Aviation Administration to re-evaluate regulations and the aviation insurance industry to pull coverage of certain activities.

A huge advantage to this event is that it is geared toward the newer generation of pilots: the future of aviation. These Aviation Content Creators have become mentors in a lot of way to pilots going through training, recurrent training, or honing in on acquired skills and has the potential to bring in hundreds of people to meet these YouTube Aviation Celebrities.

Also like the Warbirds event, we've got to provide great hospitality to these content creators. The organizer, Dan Gryder, is hoping to have the same type of exclusive hospitality suite that we planned on for the Warbirds event. It is requested of the hospitality suite to have beer and wine available, paid for by a private sponsor, with limited access, and NOT open to the general public.

This event has amazing potential to be the next big thing in aviation.

Headlining YouTubers

Name	Posted Videos	Subscribers	Video Views
FlightChops	213	316,000	48,179,560
Aviation101	221	208,000	19,534,204
Just Planes	2,222	887,000	336,241,055
AIRBOYD	5,418	357,000	321,831,856
blancolirio	1,066	203,000	50,652,309
Trent Palmer	131	312,000	32,036,069
Mike Patey	57	154,000	10,665,732
Cory Robin	128	42,400	2,742,596



COUNTY OF WHITESIDE, IL
RESOLUTION NO. ____
Adoption of Classification and Compensation Plan

WHEREAS, the Whiteside County Board approved funds within the County's 2020 operating budget to engage services with a compensation consulting firm to review its current classification and compensation plan; and

WHEREAS, the County hired the consulting firm of Carlson Dettmann Consulting, a division of Cottingham and Butler to perform a Classification and Compensation Study to review its current classification and compensation plans and to perform a market analysis for non-represented employees of the County(excluding the Health Department); and

WHEREAS, the Compensation Committee and the Executive Committee have accepted the recommendations of the Consultant regarding a new uniform pay plan for the County's non-represented employees.

NOW, THEREFORE, BE IT RESOLVED, that the County hereby adopts the pay plan Grade Order List and pay ranges attached to this resolution as Attachment A and authorizes and directs the County Administrator to Implement this schedule at the beginning of the first pay period in December, 2020; and,

BE IT FURTHER RESOLVED, that any employee paid more than the maximum rate of pay for their assigned grade shall have their pay frozen until such time that wage schedule meets or exceeds their current rate of pay; and,

BE IT FURTHER RESOLVED, that any employee with less than five years of experience in their current position shall be placed on the nearest step of their new pay range that provides an increase; and,

BE IT FURTHER RESOLVED, that any employee with at least five years of experience in their current position shall be placed at a minimum of Step 3 in their new pay grade, or the nearest step of their new pay range that provides an increase, whichever is greater; and,

BE IT FURTHER RESOLVED, that the compensation policy of the County is amended as provided in Attachment B to this resolution; and,

BE IT FURTHER RESOLVED, that the County adopts the Classification Appeal Process recommended by the Consultant in Attachment C; and,

BE IT FURTHER RESOLVED, that the determinations regarding position grading after the Appeal Process are final, but position grading may be modified in the future for good and substantial reasons.

BE IT FURTHER RESOLVED, that the implementation of the Compensation Plan is contingent on the passage of the 2021 Whiteside County budget by the County Board.

BE IT FURTHER RESOLVED, that all prior pay plans covering non-represented employees of the County(excluding the Health Department), are rescinded upon implementation of the new plan; and,

BE IT FINALLY RESOLVED, should any provision of this plan be found to be in violation of law, or order of a court of competent jurisdiction, all other provisions of this plan shall remain in full force and effect.

PASSED, ADOPTED AND APPROVED THIS 17TH DAY OF NOVEMBER, A.D. 2020.

James C. Duffy, Chair

ATTEST:

Dana Nelson, Clerk

TECHNICAL & EXECUTIVE SUMMARY

Whiteside County Classification & Compensation Study

Background

Whiteside County ("the County") retained our firm to systematically evaluate job content, conduct a market analysis, and produce a new classification and compensation plan, including implementation and plan management recommendations. In addition to our comprehensive PowerPoint presentation, the following summarizes our process, findings and recommendations.

Comparable Communities

During our initial meetings with the County, we agreed to assess the following organizations for the pool of comparable communities and make a recommendation following a review of the market data:

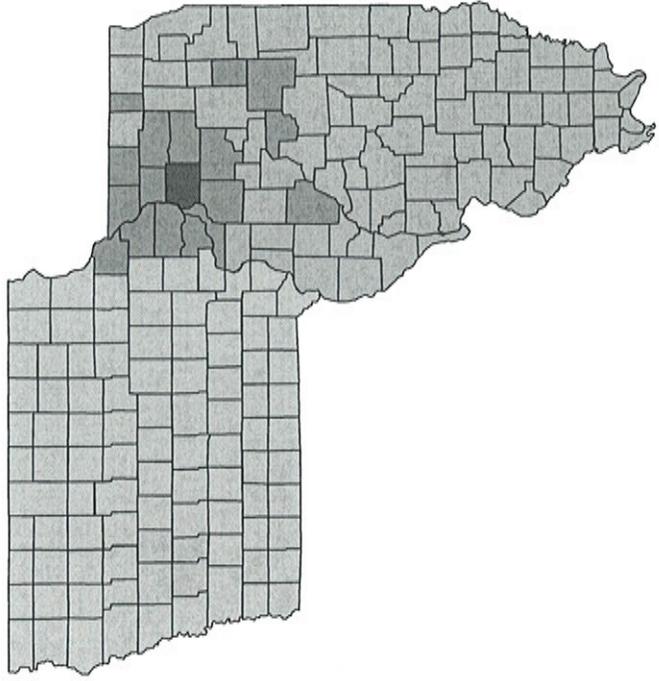
Illinois

- Counties: Boone County; Bureau County; Carroll County; Fulton County; Grundy County; Grundy County; Henry County; Jo Daviess County; Lee County; Livingston County; Ogle County; Rock Island County; Stephenson County; Woodford County
- Cities/Villages: Dixon; Freeport; Galena; Kewanee; Rochelle; Sterling
- Misc.: Additional matches made on a case-by-case basis for select jobs

Iowa

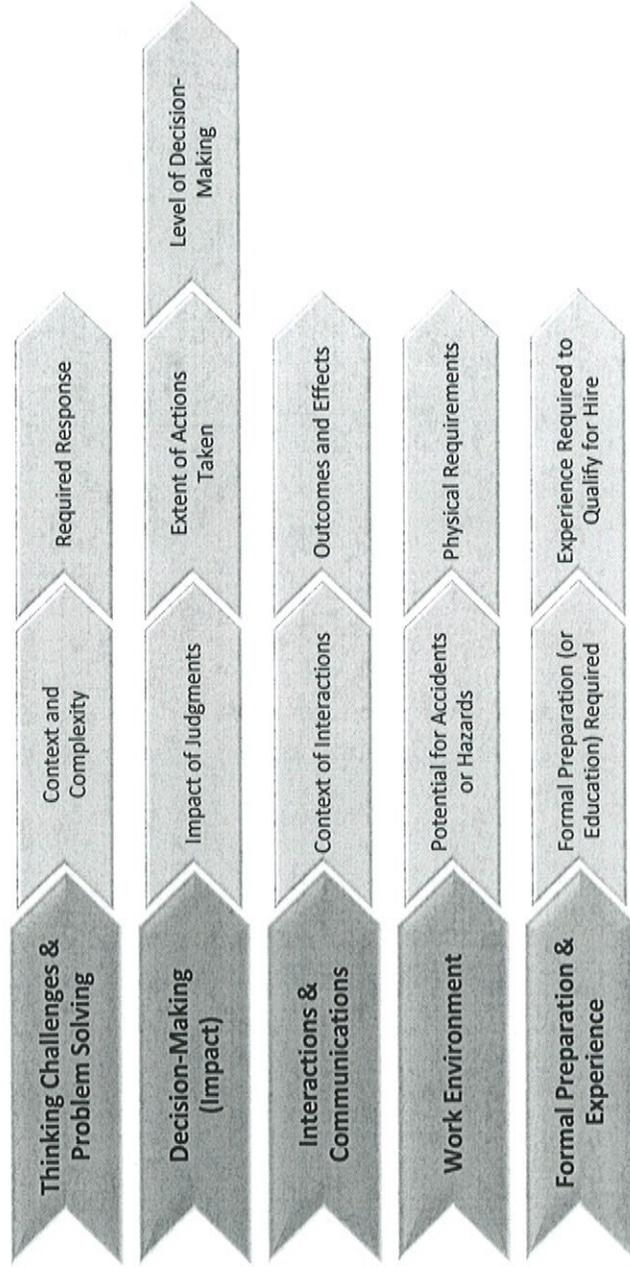
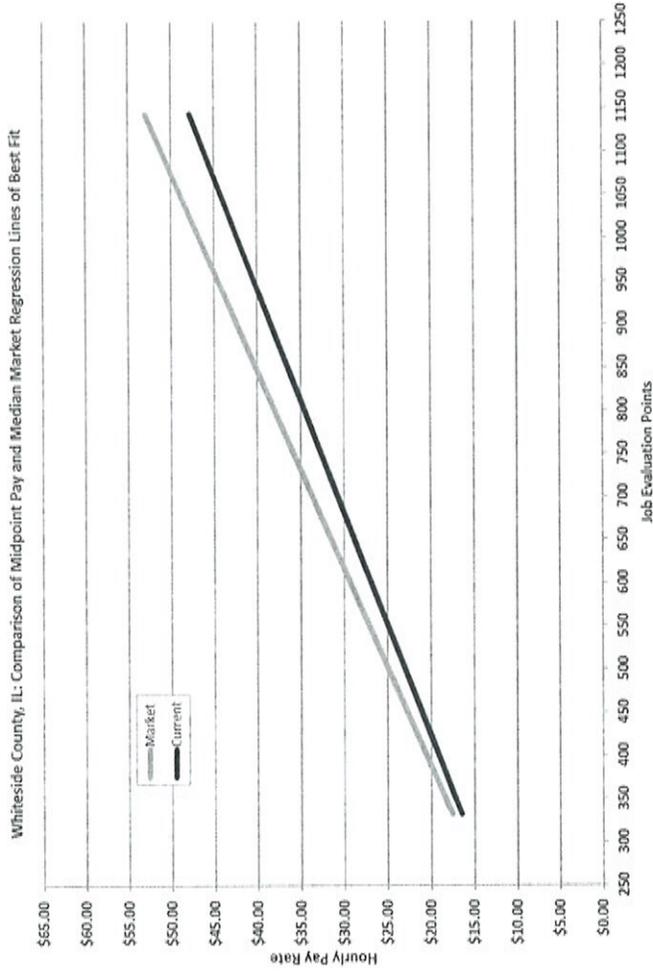
- Counties: Clinton County; Dubuque County; Jackson County; Scott County
- Cities/Villages: Clinton

As the above list suggests, this is a comprehensive listing and it is representative of those communities that either compete for the talent the County is seeking or are similar in size or structure. We determined benchmarks and analyzed public-sector market data from the selected comparable communities.



Private-sector market data, when appropriate, was obtained from the Bureau of Labor Statistics, CompData, Towers Watson, UCCI Survey.

In terms of overall market competitiveness, as it relates to the benchmark positions utilized in the study, the County is currently paying slightly below the market throughout most of the measured market. We use a measure called a "market index" to compare a benchmark's base salary to the market estimate for the benchmark position. For the County, the overall market index is approximately 92.8%. This is not meant to suggest that all staff members are paid below market; the statistic is an average of the benchmark market indices, so there are some jobs paid above the market and some below. However, the statistic provides us with a good measure of how competitive the County is on an overall basis. A market index of 92.8% is an indication that the County has justification for concerns relating to market competitiveness, but it's also important to note that it's not necessarily bad news either.



Methodology

CDC consistently recommends pay plans balanced for (1) internal equity, as measured by objective job evaluation, and (2) competitiveness, as measured by our market data. We also tailor our recommendations to the organizational culture and affordability.

Job Evaluation

At the beginning of the project, we conducted employee orientation sessions to explain the steps we would follow in the project and review the absolute necessity of accurate job documentation. We then evaluated each Job Description using our firm's Point Factor Job Evaluation System. Our system breaks jobs

down into specifics related to five major evaluation factors, with sub-factors for each of the five major factors: Our objective evaluation results in point scores that accumulate to a total point score for each job, allowing us to compare and contrast varied jobs using a common rating method.

Departmental Input

Following our initial evaluations, we met—virtually—with each department head to review any questions we had about their respective department and/or their jobs. Taking their collective input into account, we then revisited our evaluations as necessary and appropriate to arrive at an initial internal hierarchy.

Benchmark Jobs

The job documentation and departmental interviews also provided a solid basis for matching the jobs to the external marketplace, both public and private sectors (as relevant and appropriate). Due to a variety of reasons, it is not possible to match every position in the pay plan to a corresponding job in the selected marketplace. Instead, we measured a set of “benchmark jobs”. Benchmark jobs are those that have similar duties and responsibilities across different organizations. Benchmark jobs were chosen to cover jobs spanning the entire pay plan, are then used to serve as the anchors in the development of a structure which is both internally consistent and externally competitive. Either due to the lack of sufficient data among the comparable employers, or due to the unique nature of the job, some jobs are not designated as “benchmark jobs”. The term “benchmark job” simply means that a job has solid and reliable representation in the marketplace. There are 28 benchmark jobs utilized for the study: ¹

County Administrator; Admin Assist; Executive Secretary; Principal Clerk; IT Director; Network Administrator; Network Technician; GIS Technician; Bldg & Zoning Administrator; Deputy Collector; Deputy Recorder; Deputy Co. Clerk; Chief Deputy Circuit Clerk; Director of Court Services; 1st Asst. St. Atty.; Legal Adm Sec; Victim's Assistant; Legal Secretary; Chief Deputy; Lieutenant / Jail Administrator; Lieutenant; Bldg & Grounds Sup; Maintenance III Worker; Maintenance II; Cook; Custodian; Office Manager; Assist Hwy Superintendent

However, even if a job is not deemed to be a benchmark job, it is placed into proper grade on the wage schedule based on its job evaluation score or, in exceptional circumstances, based on its market value or on a calculation to relieve any compression concerns.

Analysis of the “Pay Line”

The balance between internal equity and external competitiveness is achieved by using regression analysis to develop the recommended compensation structure. A scatter graph of job evaluation scores and market rates for the County's benchmarks are below. The graph shows that as the internal value of jobs increase, measured by job evaluation scores, market pay increases, as well. As the graph indicates, the trend is very clear.

¹ In the analysis of our data, we pay particular attention to outliers. These are especially important to take into consideration when substantially larger—or smaller—organizations are included in the “comparable pool”. If a particular data point falls outside of what would otherwise be considered an acceptable threshold for purposes of comparison, it may be excluded from consideration.

Each data point on the graph is one of the benchmark positions, representing the job evaluation score for that benchmark and the corresponding measured market estimate. The trend line (i.e. regression line, pay line, etc.) through these data points for the benchmark jobs is called a line of best fit, or regression line. The regression line for the County's benchmark positions is represented by the equation: Y (predicted pay) = $\{ \$0.04358$ times job evaluation points) + $\$3.07196$.²

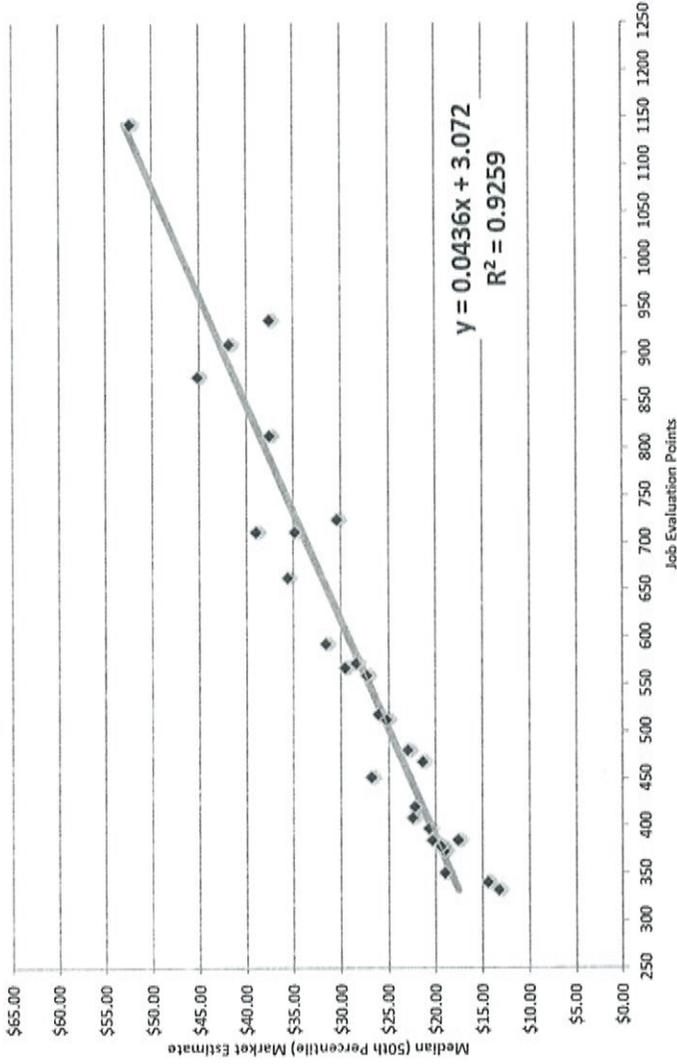
In this regression equation, $\$0.04358$ is the slope of the trend line and means that each single job evaluation point is worth $\$0.04358$. Therefore, if the score goes up one point, pay rises $\$0.04358$. The $+\$3.07196$ amount is the line's y-axis intercept, so if the line were extended downward to y-axis of the graph (measuring market pay rates), it would intersect that axis at $+\$3.07196$.

The $r^2 = 0.9259$ shown below the equation on the graph is the coefficient of determination. This coefficient of determination is very high and means that our market model (i.e. job evaluation scores, grade breaks, market matches, selected benchmark jobs, etc.) are reasonably predicting the variance in market pay. One way to interpret the result is that 92.6% of the variance in pay is explained by differences in job evaluation values, market variances, etc.; the remaining 7.4% can be attributed to other factors. The significance is that we can use these relationships to develop a pay plan (below) for the County that is strong internally and externally.

Building a Pay Structure **Determining Grade Breaks**

One of the elements in plan design is the designation of the size and number of grades to which positions are assigned. For the salary ranges to be manageable, the recommended pay schedule utilizes a concise number of pay ranges so that pay remains competitive and internal pay management is relatively easy to accomplish. Jobs assigned to lower pay grades have a lower point value, and the incremental increases associated with changes to job evaluation ratings are also lower. Therefore, it makes sense to have a smaller range of points for lower grades, and

Whiteside County, IL: Regression of Market Estimate on Job Evaluation



² The graphing features of Microsoft Excel are slightly less precise than our formulas used to analyze calculate the wage structure, hence the slightly longer numbers used in our assessment.

then expand those ranges as the positions grow in points. Our method of accomplishing this is to have 7.5% growth from the middle values of job evaluation scores from one grade to the next.

For example, Grade 3 includes all positions with job evaluation scores from 289 to 310, which has a middle value of 299.5. Grade 4 includes all positions with job evaluation scores from 311 to 333, which has a middle value of 322 (or 7.5% above the middle value of Grade 3). This process continues until we have created a sufficient number of grades to cover all of the jobs subject to the study.

Build a Balanced Pay Structure

Using the “regression line” noted above, we can build a pay structure that takes both internal equity and external competitiveness into account. Take Grade 10 as an example. Grade 10 comprises all jobs with job evaluation scores ranging from 479 to 514. To construct the grade, we first arrive at the middle value of Grade 10: 496.5 points. Then, by using the regression equation noted above, and substituting 496.5 for “x”, we then arrive at the “Control Point” (C/P) for Grade 10.

$$(.04358 \times 496.5) + 3.07196 = \$24.71$$

We repeat this process for each and every grade to create a proposed structure as follows: 3

WHITESIDE COUNTY, IL
RECOMMENDED 2021 WAGE STRUCTURE: STEP PLAN

GRADE	87.50%	90.00%	92.50%	95.00%	97.50%	100.00%	101.25%	102.50%	103.75%	105.00%	106.25%	107.50%	108.75%	110.00%	111.25%	112.50%	Max.
	Min.					C/P											
20	\$41.83	\$43.02	\$44.22	\$45.41	\$46.61	\$47.80	\$48.40	\$49.00	\$49.59	\$50.19	\$50.79	\$51.39	\$51.98	\$52.58	\$53.18	\$53.78	
19	\$39.10	\$40.22	\$41.34	\$42.46	\$43.57	\$44.69	\$45.25	\$45.81	\$46.37	\$46.92	\$47.48	\$48.04	\$48.60	\$49.16	\$49.72	\$50.28	
18	\$36.57	\$37.61	\$38.66	\$39.70	\$40.75	\$41.79	\$42.31	\$42.83	\$43.36	\$43.88	\$44.40	\$44.92	\$45.45	\$45.97	\$46.49	\$47.01	
17	\$34.20	\$35.18	\$36.16	\$37.14	\$38.11	\$39.09	\$39.58	\$40.07	\$40.56	\$41.04	\$41.53	\$42.02	\$42.51	\$43.00	\$43.49	\$43.98	
16	\$31.99	\$32.90	\$33.82	\$34.73	\$35.65	\$36.56	\$37.02	\$37.47	\$37.93	\$38.39	\$38.85	\$39.30	\$39.76	\$40.22	\$40.67	\$41.13	
15	\$29.93	\$30.79	\$31.64	\$32.50	\$33.35	\$34.21	\$34.64	\$35.07	\$35.49	\$35.92	\$36.35	\$36.78	\$37.20	\$37.63	\$38.06	\$38.49	
14	\$28.03	\$28.83	\$29.63	\$30.43	\$31.23	\$32.03	\$32.43	\$32.83	\$33.23	\$33.63	\$34.03	\$34.43	\$34.83	\$35.23	\$35.63	\$36.03	
13	\$26.25	\$27.00	\$27.75	\$28.50	\$29.25	\$30.00	\$30.38	\$30.75	\$31.13	\$31.50	\$31.88	\$32.25	\$32.63	\$33.00	\$33.38	\$33.75	
12	\$24.60	\$25.30	\$26.00	\$26.70	\$27.41	\$28.11	\$28.46	\$28.81	\$29.16	\$29.52	\$29.87	\$30.22	\$30.57	\$30.92	\$31.27	\$31.62	
11	\$23.05	\$23.71	\$24.36	\$25.02	\$25.68	\$26.34	\$26.67	\$27.00	\$27.33	\$27.66	\$27.99	\$28.32	\$28.64	\$28.97	\$29.30	\$29.63	
10	\$21.62	\$22.24	\$22.86	\$23.47	\$24.09	\$24.71	\$25.02	\$25.33	\$25.64	\$25.95	\$26.25	\$26.56	\$26.87	\$27.18	\$27.49	\$27.80	
9	\$20.30	\$20.88	\$21.46	\$22.04	\$22.62	\$23.20	\$23.49	\$23.78	\$24.07	\$24.36	\$24.65	\$24.94	\$25.23	\$25.52	\$25.81	\$26.10	
8	\$19.08	\$19.63	\$20.17	\$20.72	\$21.26	\$21.81	\$22.08	\$22.36	\$22.63	\$22.90	\$23.17	\$23.45	\$23.72	\$23.99	\$24.26	\$24.54	
7	\$17.94	\$18.45	\$18.96	\$19.48	\$19.99	\$20.50	\$20.76	\$21.01	\$21.27	\$21.53	\$21.78	\$22.04	\$22.29	\$22.55	\$22.81	\$23.06	
6	\$16.87	\$17.35	\$17.83	\$18.32	\$18.80	\$19.28	\$19.52	\$19.76	\$20.00	\$20.24	\$20.49	\$20.73	\$20.97	\$21.21	\$21.45	\$21.69	
5	\$15.88	\$16.34	\$16.79	\$17.24	\$17.70	\$18.15	\$18.38	\$18.60	\$18.83	\$19.06	\$19.28	\$19.51	\$19.74	\$19.97	\$20.19	\$20.42	
4	\$14.96	\$15.39	\$15.82	\$16.25	\$16.67	\$17.10	\$17.31	\$17.53	\$17.74	\$17.96	\$18.17	\$18.38	\$18.60	\$18.81	\$19.02	\$19.24	
3	\$14.11	\$14.51	\$14.91	\$15.31	\$15.72	\$16.12	\$16.32	\$16.52	\$16.72	\$16.93	\$17.13	\$17.33	\$17.53	\$17.73	\$17.93	\$18.14	

3 The wages highlighted in red represent values that would fall below the planned 2025 minimum wage of \$15. However, even with conservative estimates for structural wage increases, these values will exceed the required wage rate by the time the 2025 minimum wage is implemented.

However, there are times when market pressures dictate a grade placement higher—occasionally lower—than what the job evaluation system would predict:

Look at Market Outliers

The external marketplace is ever-changing and increasingly competitive and, from time-to-time, there are jobs that have clear market matches which do not align with our formulaic approach. Typically, these jobs tend to be [1] highly technical in nature, [2] possess significantly higher risks, or [3] are in high-demand in the marketplace. In such cases, with clear and compelling data, we will place those jobs in a grade commensurate with their market value, and such placement should be balanced with the competitive and financial needs of the organization.

Look at Compression Concerns

Finally, there are situations when internal compression influences the placement of a job. For example, in jobs where overtime is a regular occurrence, it may be necessary to adjust the grade placement of a supervisor to ensure that there is not a loss in wages, or that subordinates aren't regularly earning more than their supervisor, at the higher level position.

Note Regarding the Proposed Wage Structure

Control Point (C/P)

The anchor for all of our pay structures is the Control Point (C/P), which is an approximated market rate for the jobs in any given grade. Many confuse the Control Point as the market rate for each and every job in a grade. However, it is a more appropriate assertion that each grade reflects an acceptable market-based range of pay for each job in a grade and the average market rate would be found at or near the middle steps of a grade for any given job.

Range Spread

With the C/P in place, the minimum (87.5%) and maximum (112.5%) can be calculated. It's not uncommon for a client to inquire as to why 87.5% and 112.5% are used to develop a plan. First, there are no rules that require such a "range spread". In fact, our performance-based plans often range from 80% to 120%, and we have developed many other alternative approaches for clients.

However, the 87.5% to 112.5% spread does have a logical foundation. When working with many of our survey sources, we typically receive four data points for the jobs we're analyzing: 25th percentile, average (mean), 50th percentile (median), and 75th percentile. Since our public sector data doesn't always provide a sufficient n-count (i.e. number of jobs) to reliably calculate percentiles for each job, we have conducted analyses to verify the distribution of the market data.

Using a data set comprised of [1] the 40 most common jobs from the CDC public sector database, and [2] the 100 most common jobs from the BLS data, we conducted an analysis of the distribution of the median wage data for each of these sources. Our observation is that the 25th percentile of the data was between 10% and 15% below the median (hence 87.5%) and the 75th percentile of the data was between 10% and 15% above the median (hence 112.5%).

Paying Above the Control Point (C/P)

Finally, we frequently are questioned during the course of deliberations of our pay plans as to why an employer would pay more than the Control Point (market estimate). Using Grade 10 as an example, our intent in recommending a range of pay of \$21.62 to \$27.80 is to make the County competitive across the measured market. If the County were to stop the range at \$24.71—the Control Point—then it only would be competitive with the lower half of the market. Having the range reflect the breadth of the measured market will keep the County competitive for some time without having to re-measure the market annually.

Progression Through the Wage Schedule

With the proposed step-based pay plan, we strongly recommend requiring performance evaluations on an annual basis in order for an employee to progress in the range. Further, we recommend that if an employee's performance is unsatisfactory (e.g. discipline, performance improvement plan, etc.) all wage increases should be withheld, including any "structural adjustment" (i.e. "general wage increase", "across the board adjustment", "market adjustment", etc.) approved by the Board.

It is intended that any structural adjustment will be applied to steps in the structure(s). Excepting those deemed to be "Unsatisfactory", employees will receive both the general increase as well as the step increase (if applicable).

Implementation

One of the greater challenges associated with these projects is the development of an implementation plan that balances fairness and equity with the financial limitations of the organization. Most clients choose to implement a step-based structure based on the premise of placing employees—regardless of tenure—on the step in the new structure that provides "an increase in pay". Other options exist, and we work with our clients to devise the strategy that best aligns with their financial and strategic goals. Because the County went through a similar process several years ago, including the implementation of a new wage structure, the cost impact of implementation is less than if the County had not gone through the prior process (e.g. costs associated with bringing employees onto a new wage structure, movement of jobs to higher grades, etc.). Of the implementation options presented to the County for consideration, based on several discussions with the County's leadership, we recommend an implementation strategy based on the following criteria:

- Employees Above Grade Maximum: Any employee paid more than the maximum rate of pay for their assigned grade shall have their pay frozen until such time that wage schedule meets or exceeds their current rate of pay.
- Employees with <5 Years in Current Position: Any employee with less than five years of experience in their current position shall be placed on the nearest step of their new pay range that provides an increase.
- Employees with ≥5 Years of Total Service: Any employee with at least five years of experience in their current position shall be placed at a minimum of Step 3 in their new pay grade, or the nearest step of their new pay range that provides an increase, whichever is greater.

Such an approach not only creates a separation between long-term and less-tenured employees, but it also creates a cushion at the bottom of the new structure for hiring activity to occur while mitigating unwanted compression. The estimated base-wage cost to the County for this implementation is \$216,815, or roughly a 6.23% increase in base-wage costs. ⁴

4 Due to ongoing turnover—which can be expected—these numbers will vary slightly between the time of this writing and the actual date of adoption.

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Second-in-Command

During the course of our projects, we're often faced with evaluating a classification that's been identified as a "backup", "second-in-command", "serves in the absence of", etc. While it's helpful for a department to identify a point-of-contact in case of an absence of a superior, our responsibility is to look more deeply into the duties, responsibilities, and requirements for the job. Our experience has led us to the following observations with a job designated as a "backup":

- It happens infrequently; typically, during periods of vacation, illness, or attendance at seminars. These are frequently periods of one week or less, and sometimes (or rarely) will extend up to three weeks. Anything longer than three weeks (e.g. long-term FMLA absence) could/should be handled through an out-of-class pay designation.
- When the manager is actually absent, the person designated as backup typically has a decision-tree that looks something similar to the following:
 - If it involves a long-term matter, or if it's outside the backup's field of expertise, it gets set aside for the manager to handle upon their return.
 - If it involves a sensitive matter (e.g. discipline, emergency spending, etc.), other internal resources are typically brought into the decision-making process (e.g. HR, Finance, etc.). While these resources might also be utilized when the manager is present, the likelihood that these parties are involved increases with the absence of the manager.
 - Similarly, managers often leave contact information should anything serious arise during their absence. While this isn't always possible or practical, it is a common practice.
 - All other matters, typically day-to-day issues, are handled by this person serving as backup, but tend to be fairly narrow in scope (e.g. signing documents, coordinating workflow, etc.), and fall in line with the scope of their normal duties.
- There is not an automatic line of succession for a vacancy in the top-level job. In all fairness, there are very few—if any—automatic lines of succession in any job in small-to-mid-size organizations. However, for most public-sector positions there are civil service and/or recruiting requirements for most jobs, and appointment authority for certain elected classifications (e.g. Governor, County Board, Judge, etc.).
- During periods where the manager is present, this designated backup often has relatively few—if any—management-level duties. There certainly are cases where there are indeed management functions, but it should clearly be supported not only by the job documentation, but also the day-to-day realities of the job in question.

With some rare exceptions, we tend to rate these "backups" higher only if (1) there is a greater frequency to the duties than just short absences; (2) the responsibilities are meaningful and ongoing; and (3) there are elements of management responsibility even when they're not serving in the backup role.

Classification Review (i.e. Appeals Process)

Even though our firm objectively applied the Point Factor System to the documentation provided by the employees, and the job documentation was reviewed by (and discussed with) a manager, something could have been missed or misunderstood, or the job has changed since the JDQ was

prepared. We believe it is appropriate to offer a classification review (i.e. appeal) process following adoption of the new plan to give any employee an opportunity to state why the new job classification is in error.

We recommend that matters subject to the appeal process be limited to errors of classification and exclude any issues of pay plan design or implementation method as those are matters of policy reserved to the County. Our role in the appeal process would be to analyze, evaluate and recommend, with the County having final authority over the decision.

The professional service agreement between the County and our firm anticipates an appeal process, and the fee for such as service was agreed upon at the outset of the project. However, in order to control this expense, we strongly urge the County submit for our review only those appeals which clearly meet the criteria for an appeal.

Other Policy Matters

Other policy matters appearing to require attention—or comment—in the final adoption of the classification and compensation study include:

- o TBD

Commentary on Illinois Minimum Wage

The planned increase in the Illinois minimum wage—incremental increases to \$15 by 2025—was of concern to the County in the planning for this study. At its simplest level, the immediate concerns surrounding this increase are laid to rest with the findings of the study. As noted above, there are only a few steps—NOT grades—which would be affected by a \$15 minimum wage, but those will all but be erased by the time 2025 rolls around.

The bigger, long-term concern will likely be surfacing around the time that the County would be preparing for a market update in three to five years. By that time, we should begin to see evidence as to how the market has responded to these sizeable increases in hourly wages.

For example, assume that an organization currently employs a Widget Maker at \$10 per hour, and a Widget Designer at \$15 per hour. The Designer currently makes 50% more than the Maker, but will quickly see that gap erode with each of the planned increases on the way to the \$15 minimum wage. Organizations across the state will face the same questions and challenges:

- Assuming the Maker is a low-to-semi skilled worker, how will the organization need to respond when the marketplace's no-to-low skill workers are paid the same?
- Do they need to maintain the same 50% gap and raise the Designer's wage to \$22.50?
 - o If not, do they need to maintain the same dollar gap of \$5 per hour?
- At what point will the unavoidable compression have a negative effect on recruitment and retention?
- What—if any—impact will this have on the wages for those that supervise these positions?
- At what point does the compression stop being a concern?

These are all important practical and philosophical questions requiring serious consideration and debate. Fortunately for the County, the results of this study buy a little time to wrestle with, and plan for, these difficult questions. We continue to review this situation with our other Illinois clients and will assist as appropriate as this story unfolds.

Ongoing Maintenance

We understand and appreciate the costs associated with a project such as this, and the effect it can have on an organization. With proper care and maintenance, the need for this type of project—a comprehensive review of the entire classification and compensation system—can be minimized. From our experience, employers that treat compensation as a strategic component of its operations typically engage in the following practices:

- Rigorous adherence and discipline as it relates to the underlying assumptions and principles on which the pay plan is developed. In other words, all job changes should be documented and no reclassification requests should be granted unless the job evaluation system indicates as such, or there is a demonstrated market condition that would warrant such an adjustment.
- To that end, we recommend a process where any employee whose duties change substantially over the course of a year could ask for a classification review. In many instances, this coincides with the budget process to allow for the County to plan for any increase in compensation. This differs from a management-initiated reorganization, or new position creation, which could conceivably occur at any point in the year. As noted above, all duties—or changes in duties—should be documented prior to being evaluated.
- Annual review of the pay structure for adjustment based upon market conditions, changes in the cost-of-living, and the County's ability to pay for any resulting changes in base salary costs. While we understand that an organization's ability to increase the structure by any significant amount is limited, it is still necessary to adjust ranges periodically to keep up with the labor market and inflation.
- Periodic measurement of benchmark positions to the established marketplace. This is markedly different—and less expensive—than a comprehensive study. Simply stated, this is an evaluation of those jobs that anchored the compensation structure described herein. Such a review provides the assurance needed to maintain market competitiveness, to stay on top of "hot jobs", and to serve as a "health check" to ensure that the pay plan is functioning as intended. The timespan between market reviews is truly dependent on the economy. In times of prosperity, it may be necessary to review market competitiveness once every three years or so. In more sluggish economic times, an organization might be able to defer the market review to five years. Regardless, if an organization begins experiencing recruitment or retention problems, it may be time to revisit the entire structure or, in the alternative, review market data for an individual position.
- To the extent that pay is dictated by performance, a solid commitment to funding the performance-based pay. An employee should have a formal evaluation on an annual basis, and any progression through the structure should be predicated on—at a minimum—meeting the expectations of the County. We understand that the public sentiment for "automatic" pay increases is waning. To that end, the focus on employee development is even more important in that the County only retains employees dedicated to furthering the mission of the organization.

CDC is available to provide all of these services to the County. At a minimum, we recommend our clients adopt a regular classification review process utilizing our assistance. The service works with the client submitting revised job documentation for our analysis. We evaluate the responsibilities, rate the job, and recommend a pay grade allocation. Doing so allows the County to maintain an unbiased review of the jobs in question.