

January 27, 2025

OFFICIAL PROCEEDINGS

St. Clair County Board Meeting



COUNTY BOARD MEETING –January 27, 2025

1. Invocation – Tom Holbrook, County Clerk
2. Pledge of Allegiance
3. Call to Order – Chairman Mark A. Kern
4. Roll Call by Tom Holbrook, County Clerk; Present – 26; Absent – 2
Absent: Mr. Dinges and Mr. Meile (The Chairman noted that Mr. Dinges and Mr. Meile are excused.)
5. Public Participation- Doug Gaines- O'Fallon – Expressed concern about the County Clerk's Year End Report that mentioned accusations that were throughout the last Presidential Cycle. He suggested providing primary evidence that contradicts the misinformation and to help prevent we should release cast vote records for us to verify. He expressed that we need to go back to all paper ballots and hand counting and offered to help implement a plan for St. Clair County.
6. Approval of Minutes of December 16, 2024 County Board Meeting

Motion to Approve
S. Tieman - made
R. Wilhelm - seconded

M/C - RC - Unanimous
7. Reports & Communications from the Chairman
 - a. Appointment – Vice-Chairman, St. Clair County Board – Lonnie Mosley

Motion to Approve 7-a
S. Greenwald - made
CJ Baricevic – seconded

M/C - RC - Unanimous
 - b. Appointment – Privacy Official – Ann Barnum

Motion to Approve 7-b
S. Gomric - made
S. Reeb – seconded

M/C - RC - Unanimous
 - c. Reappointment - Member, Metro East Park and Recreation Board – Jon Greenstreet

Motion to Approve 7-c
J. Coers - made
M. Smallheer – seconded

M/C - RC - Unanimous
 - d. Reappointment - Commissioner, Bi-State Development Agency – Herbert Simmons

Motion to Approve 7-d

S. Greenwald - made

B. Allen – seconded

M/C - RC - Unanimous

- e. Reappointment – ADA Coordinator – Ann Barnum

Motion to Approve 7-e

S. Gomric - made

K. Sharkey – seconded

M/C - RC - Unanimous

- f. Appointment – Member, Public Building Commission – Donna Richter

Motion to Approve 7-f

S. Tieman - made

C.R. Vernier – seconded

M/C - RC - Unanimous

- g. Appointment – Member, Canteen Creek Drainage District – George Markezich to Fill the Unexpired Term Due to the Passing of Walter “Wally” Abernathy

Motion to Approve 7-g

CJ Baricevic - made

C.R. Vernier – seconded

M/C - RC - Unanimous

- h. Appointment – Appointed Officials
Debra Moore, Director of Administration
Herbert Simmons, Director, Emergency Management Agency
Rick Stubblefield, Director, Intergovernmental Grants and Director, Economic Development
Anne Markezich, Manager, Zoning/Mapping and Platting
Jeffrey Sandusky, Director, Information Technology
Ann Barnum, Manager, Human Resources
Brian Buehlhorn, Superintendent, St. Clair County Parks
Ashley Jett, Superintendent, Animal Services
Kimberly Huth, Director, Military Affairs
Jann Severit, Director, Belle-Clair Fairgrounds Park

Motion to Approve 7-h

L. Mosley - made

C. Moore – seconded

M/C - RC - Unanimous

8. Miscellaneous Reports

Motion to Receive and File

K. Sharkey – made

R. Wilhelm – seconded

M/C - RC - Unanimous

9. Committee Reports

- a. Environment Committee:

1. Report

Motion to Approve 9-a-1

M. Smallheer – made
R. Wilhelm – seconded

M/C – RC – Unanimous

2. Res. #2976-25-RZ – Lebanon Township – Request for a Special Use Permit to Allow a Planned Building Development in an “A” Agricultural Industry Zone at 10057 State Route 4 in Lebanon – Applicants, Emerald Mound-Lebanon Fire Protection District – Owners, St. Paul United Church of Christ - Grant

Motion to Approve 9-a-2

R. Wilhelm – made

J. Moll – seconded

M/C – RC – Unanimous

3. Res. #2977-25-RZ – St. Clair Township – Request for a Special Use Permit to Allow an Establishment to Sell Liquor/Alcoholic Beverages by the Drink in a “B-1” Retail & Business Zone at 1100 A Carlyle Avenue in Belleville – Applicant & Owner Jai Ma Meldi, Inc. d/b/a Sav-On Liquor & Wine #4 - Grant

Motion to Approve 9-a-3

S. Gruberman – made

M. Smallheer – seconded

M/C – RC – Unanimous

4. Ord. #25-1305 – Amending Chapter 7 of the Revised Code of Ordinances – Building Code, Residential Permit Fees

Motion to Approve 9-a-4

P. Henning – made

M. Smallheer – seconded

M/C – RC – Unanimous

b. Finance Committee:

1. Treasurer’s Report of Funds Invested

Motion to Approve 9-b-1

M. Crawford – made

S. Tieman – seconded

M/C - RC - Unanimous

2. Approval of Agreement Between the City of East St. Louis, City of Belleville and St. Clair County for FY2024 Byrne Justice Assistance Grant Program

Motion to Approve 9-b-2

M. Crawford – made

S. Gomric – seconded

M/C - RC - Unanimous

3. Salary Claims

Motion to Approve 9-b-3

M. Crawford – made

J. Coers – seconded

M/C - RC - Unanimous

7. Expense Claims – Claims Subcommittee

Motion to Approve 9-b-4
M. Crawford – made
S. Gruberman – seconded

M/C - RC - Unanimous

c. Judiciary Committee:

1. Ord. #25-1306 – Amending Chapter 28 of the Revised Code of Ordinances – Personnel Code

Motion to Approve 9-c-1
R. Mosley, Jr. – made
CJ Baricevic – seconded

M/C – RC – Unanimous

2. Res. #2978-25-R – Calling for Public Hearings Concerning the Intent of St. Clair County to Enter into One or More Proposed Lease Agreements/Lease Supplements with the Public Building Commission of St. Clair County in the Aggregate Principal Amount Not to Exceed \$15,000,000

Motion to Approve 9-c-2
R. Mosley, Jr. – made
S. Tieman – seconded

M/C – RC – Unanimous

3. Approval of Intergovernmental Agreement Between Caseyville Township and St. Clair County for Assessment Services

Motion to Approve 9-c-3
R. Mosley, Jr. – made
S. Greenwald – seconded

M/C – RC – Unanimous

d. Labor Management Committee:

1. Approval of an Agreement Between St. Clair County Road Deputies Unit and the Illinois FOP Labor Council Lodge #148

Motion to Approve 9-d-1
K. Sharkey – made
S. Greenwald – seconded

M/C – RC – Unanimous

2. Approval of an Agreement Between St. Clair County Correctional Officers Unit and the Illinois FOP Labor Council Lodge #148

Motion to Approve 9-d-2
K. Sharkey – made
S. Greenwald – seconded
Motion carried with A. Bittle abstaining.

e. Public Safety Committee:

1. Approval of an Intergovernmental Agreement Between St. Clair County and the Village of Swansea for Civil Defense of Officers Participating in the Drug Tactical Unit (DTU) and Reserving Issues as to Indemnification

Motion to Approve 9-e-1

A. Bittle – made

K. Dawson – seconded

M/C – RC – Unanimous

f. Transportation Committee:

1. Ord. #25-1307 - Altering the Maximum Speed Limit Throughout Country Crossing Subdivision, St. Clair Road District

Motion to Approve 9-f-1

C.R. Vernier – made

B. Trentman – seconded

M/C - RC - Unanimous

2. Res. #2979-25-RT – Awarding a Contract to the Suppliers for a Set Price for Supplying Seal Coat Aggregate, Rip Rap, CA02 and CA06 for the Calendar Year 2025

Motion to Approve 9-f-2

C. R. Vernier – made

R. Wilhelm – seconded

M/C - RC - Unanimous

3. Res. #2980-25-RT – Awarding a Contract to the Low Bidder, Lake Contracting, Inc. to Repair the Bridge Which Carries Bowler Road Over Ogles Creek in O'Fallon Road District in the Amount of \$99,977

Motion to Approve 9-f-3

C.R. Vernier – made

R. Wilhelm – seconded

M/C - RC - Unanimous

4. Res. #2981-25-RT – Awarding a Contract to the Low Bidder, Piasa Road Oil, LLC to Provide Bituminous Road Oil Materials for the Calendar Year 2025 in the Amount of \$1,444,845

Motion to Approve 9-f-4

C.R. Vernier – made

B. Trentman – seconded

M/C - RC - Unanimous

5. Res. #2982-25-RT – Awarding a Contract to the Suppliers for a Set Price for Supplying HMA and Bituminous Mix for the Calendar Year 2025

Motion to Approve 9-f-5

C.R. Vernier – made

S. Gruberman – seconded

M/C - RC - Unanimous

6. Res. #2981-25-RT – Authorizing a Contract to Hank's Excavating and Landscaping, Inc. to Replace a Culvert on State Street in the Amount of \$19,425

Motion to Approve 9-f-6

C.R. Vernier – made

B. Trentman – seconded

M/C - RC - Unanimous

7. Res. #2984-25-RT – Authorizing an Agreement Between St. Clair County and the City of Fairview Heights to Apply for Federal Grant Funding for Improvements to Ashland Avenue

Motion to Approve 9-f-7

S. Greenwald – made

C.R. Vernier – seconded

M/C - RC - Unanimous

8. Res. #2985-25-RT – Authorizing an Agreement Between St. Clair County and the Village of Shiloh for Improvements to Maple Street

Motion to Approve 9-f-8

C.R. Vernier – made

R. Wilhelm – seconded

M/C - RC - Unanimous

9. Res. #2986-25-RT – Awarding a Contract to the Suppliers for a Set Price for Supplying Corrugated Steel Culvert Piper and Bands for the Calendar Year 2025

Motion to Approve 9-f-9

C.R. Vernier – made

M. O'Donnell – seconded

M/C - RC - Unanimous

10. Res. #2987-25-RT – Authorizing the County Engineer to Purchase One (1) 2024 Ford F250 Crew Cab 4x4 in the Amount of \$55,500

Motion to Approve 9-f-10

C.R. Vernier – made

S. Tieman – seconded

M/C - RC - Unanimous

11. Res. #2988-25-RT – Authorizing a Contract with Gonzalez Companies, LLC for Professional Services for the MS4 Program

Motion to Approve 9-f-11

C.R. Vernier – made

L. Mosley – seconded

M/C - RC - Unanimous

g. **Trustee Committee:**

1. Res. #2989-25-R – Delinquent Taxes

Motion to Approve 9-g-1

L. Mosley – made

S. Greenwald – seconded

M/C – RC – Unanimous

10. **Grants Payroll and Expenses**

Motion to Receive and File

S. Reeb - made

J. Moll - seconded

M/C - RC - Unanimous

11. County Health Department Report

Motion to Receive and File
M. Smallheer - made
J. Moll - seconded

M/C - RC - Unanimous

12. Department of Revenue Report

Motion to Receive and File
M. Smallheer - made
J. Moll - seconded

M/C - RC - Unanimous

13. Comments by the Chairman
Executive Session – Pending Litigation / Workers Compensation / Personnel

None

14. Any other Pertinent Business – None

15. Adjournment

There being no further business, a motion was made by CJ Baricevic, seconded by M. Smallheer that the Board stand adjourned until Monday, March 31, 2024, at 7:30 p.m., for the March Meeting, and to convene in the County Board Meeting Room B-564, 10 Public Square, Belleville, Illinois, when it will be the pleasure for all to attend. Motion carried unanimously.

THOMAS HOLBROOK, COUNTY CLERK AND
EX-OFICIO CLERK OF THE COUNTY BOARD

JUDICIARY COMMITTEE



MARK A. KERN
CHAIRMAN

ST. CLAIR COUNTY BOARD

10 PUBLIC SQUARE, ROOM B-561, BELLEVILLE, ILLINOIS 62220-1623

(618) 825-2203 • FAX: (618) 825-2740

District 5
LONNIE MOSLEY
VICE-CHAIRMAN

BOARD MEMBERS

District 1
ROBERT L. ALLEN, JR.

District 2
GW SCOTT, JR.

District 3
ROY MOSLEY, JR.

District 4
HARRY HOLLINGSWORTH

District 6
MARTY T. CRAWFORD

District 7
COURTNEY D. MOORE

District 8
STEVEN GOMRIC

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KEN EASTERLEY

District 10
SCOTT GREENWALD

District 11
KENNETH G. SHARKEY

District 12
C. RICHARD VERNIER

District 13
STEPHEN E. REEB

District 14
BOB TRENTMAN

District 15
JERRY J. DINGES

District 16
CJ BARICEVIC

District 17
SCOTT TIEMAN

District 18
MICHAEL O'DONNELL

District 19
PHIL HENNING

District 20
ED COCKRELL

District 21
ANDY BITTLE

District 22
SUSAN GRUBERMAN

District 23
JANA MOLL

District 24
KEVIN DAWSON

District 25
RICHIE MEILE

District 26
ROBERT WILHELM

District 27
MATT SMALLHEER

District 28
JOHN COERS

COUNTY BOARD MEETING – January 27, 2025

7:30 p.m.

1. Invocation
2. Pledge of Allegiance
3. Call to Order
4. Roll Call
5. Public Participation
6. Approval of Minutes of December 16, 2024
7. Reports & Communications from the Chairman
 - a. Appointment - Vice-Chairman, St. Clair County Board – Lonnie Mosley
 - b. Appointment – Privacy Official – Ann Barnum
 - c. Reappointment - Member, Metro East Park and Recreation Board – Jon Greenstreet
 - d. Reappointment – Commissioner, Bi-State Development Agency – Herbert Simmons
 - e. Reappointment – ADA Coordinator – Ann Barnum
 - f. Appointment – Commissioner, Public Building Commission – Donna Richter
 - g. Appointment – Member, Canteen Creek Drainage District – George Markezich to Fill the Unexpired Term Due to the Passing of Walter “Wally” Abernathy
 - h. Appointment – Appointed Officials
Debra Moore, Director of Administration
Herbert Simmons, Director, Emergency Management Agency
Rick Stubblefield, Director, Intergovernmental Grants and Director, Economic Development
Anne Markezich, Manager, Zoning/Mapping and Platting
Jeffrey Sandusky, Director, Information Technology
Ann Barnum, Manager, Human Resources

Brian Buehlhorn, Superintendent, St. Clair County Parks
Ashley Jett, Superintendent, Animal Services
Kimberly Huth, Director, Military Affairs
Jann Severit, Director, Belle-Clair Fairgrounds Park

8. **Miscellaneous Reports**

9. **Committee Reports**

a. **Environment Committee:**

1. **Report**
2. **Res. #2976-25-RZ – Lebanon Township – Request for a Special Use Permit to Allow a Planned Building Development in an “A” Agricultural Industry Zone at 10057 State Route 4 in Lebanon – Applicants, Emerald Mound-Lebanon Fire Protection District – Owners, St. Paul United Church of Christ – Grant**
3. **Res. #2977-25-RZ – St. Clair Township – Request for a Special Use Permit to Allow an Establishment to Sell Liquor/Alcoholic Beverages by the Drink in a “B-1” Retail & Business Zone at 1100 A Carlyle Avenue in Belleville – Applicant & Owner, Jai Ma Meldi, Inc. d/b/a Sav-On Liquor & Wine #4 – Grant**
4. **Ord. #25-1305 – Amending Chapter 7 of the Revised Code of Ordinances – Building Code, Residential Permit Fees**

b. **Finance Committee:**

1. **Treasurer’s Report of Funds Invested**
2. **Approval of Agreement Between the City of East St. Louis, City of Belleville and St. Clair County for FY2024 Byrne Justice Assistance Grant Program**
3. **Salary Claims**
4. **Expense Claims – Claims Subcommittee**

c. **Judiciary Committee:**

1. **Ord. #25-1306 - Amending Chapter 28 of the Revised Code of Ordinances - Personnel Code**
2. **Res. #2978-25-R – Calling for Public Hearings Concerning the Intent of St. Clair County to Enter into One or More Proposed Lease Agreements/Lease Supplements with the Public Building Commission of St. Clair County in the Aggregate Principal Amount Not to Exceed \$15,000,000**
3. **Approval of Intergovernmental Agreement Between Caseyville Township and St. Clair County for Assessment Services**

d. Labor Management Committee:

- 1. Approval of an Agreement Between St. Clair County Road Deputies Unit and the Illinois FOP Labor Council Lodge #148**
- 2. Approval of an Agreement Between St. Clair County Correctional Officers Unit and the Illinois FOP Labor Council Lodge #148**

e. Public Safety Committee:

- 1. Approval of an Intergovernmental Agreement Between St. Clair County and the Village of Swansea for Civil Defense of Officers Participating in the Drug Tactical Unit (DTU) and Reserving Issues as to Indemnification**

f. Transportation Committee:

- 1. Ord. #25-1307 – Altering the Maximum Speed Limit Throughout Country Crossing Subdivision, St. Clair Road District**
- 2. Res. #2979-25-RT – Awarding a Contract to the Suppliers for a Set Price for Supplying Seal Coat Aggregate, Rip Rap, CA02 and CA06 for the Calendar Year 2025**
- 3. Res. #2980-25-RT – Awarding a Contract to the Low Bidder, Lake Contracting, Inc. to Repair the Bridge Which Carries Bowler Road Over Ogles Creek in O’Fallon Road District to in the Amount of \$99,977**
- 4. Res. #2981-25-RT – Awarding a Contract to the Low Bidder, Piasa Road Oil, LLC to Provide Bituminous Road Oil Materials for the Calendar Year 2025 in the Amount of \$1,444,845**
- 5. Res. #2982-25-RT – Awarding a Contract to the Supplies for a Set Price for Supplying HMA and Bituminous Materials for the Calendar Year 2025**
- 6. Res. #2983-25-RT – Authorizing a Contract to Hank’s Excavating and Landscaping, Inc. to Replace a Culvert on State Street in the Amount of \$19,425**
- 7. Res. #2984-25-RT – Authorizing an Agreement Between St. Clair County and the City of Fairview Heights to Apply for Federal Grant Funding for Improvements to Ashland Avenue**
- 8. Res. #2985-25-RT – Authorizing an Agreement Between St. Clair County and the Village of Shiloh for Improvements to Maple Street**
- 9. Res. #2986-25-RT – Awarding a Contract to the Suppliers for a Set Price for Supplying Corrugated Steel Culvert Pipe and Bands for the Calendar Year 2025**
- 10. Res. #2987-25-RT – Authorizing the County Engineer to Purchase One (1) 2024 Ford F250 Crew Cab 4x4 in the Amount of \$55,500**

11. Res. #2988-25-RT – Authorizing a Contract with Gonzalez Companies, LLC for Professional Services for the MS4 Program

g. Trustee Committee:

1. Res. #2989-25-R – Delinquent Taxes

10. Grants Payroll and Expenses
11. County Health Department Report
12. Department of Revenue Reports
13. Comments by the Chairman
 - a. Executive Session – Pending Litigation / Workers Compensation / Personnel
14. Any other Pertinent Business
15. Adjournment

January 27, 2025

Honorable Mark A. Kern, Chairman
St. Clair County Board
#10 Public Square, Room B-561
Belleville, IL 62220

County Board Members:

We, the Judiciary Committee, wish to report that the Minutes from the December 16, 2024 County Board meeting have been entered on record.

The Committee has checked the minutes and recommend they be approved by this Honorable Body.

Respectfully submitted,

JUDICIARY COMMITTEE
St. Clair County Board



MARK A. KERN
CHAIRMAN

ST. CLAIR COUNTY BOARD

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ROBERT WILHELM

District 27
MATT SMALLHEER

District 28
JOHN COERS

January 27, 2025

**St. Clair County Board
#10 Public Square
Belleville, IL 62220**

Members of the Board:

Since the following appointment shall be made by the Chairman of the St. Clair County Board with the approval of the Members of the County Board, I respectively submit the following appointment for your consideration and approval:

- Vice-Chairman, St. Clair County Board:**
Appointment of **LONNIE MOSLEY** as Vice-Chairman of the St. Clair County Board effective February 1, 2025 and expiring on February 1, 2026
- Privacy Official:**
Reappointment of **ANN BARNUM** effective February 1, 2025 and expiring on February 1, 2026
- Member – Metro East Park and Recreation Board:**
Reappointment of **JON GREENSTEET** to a three (3) year term effective February 1, 2025 and expiring February 1, 2028
- Commissioner – Bi-State Development Agency:**
Reappointment of **HERBERT SIMMONS** to a five (5) year term effective immediately and expiring January 28, 2030
- ADA Coordinator:**
Reappointment of **ANN BARNUM** effective February 1, 2025 and expiring on February 1, 2026
- Commissioner – Public Building Commission:**
Appointment of **DONNA RICHTER** effective immediately and expiring on October 1, 2027
- Member – Canteen Creek Drainage District:**
Appointment of **GEORGE MARKEZICH** to complete the unexpired term of Walter "Wally" Abernathy due to his passing effective immediately and expiring on December 1, 2027

8. **Appointed Officials:**

Reappointment of **DEBRA MOORE** as Director of Administration

Reappointment of **HERBERT SIMMONS** as Director, Emergency
Management Agency

Reappointment of **RICK STUBBLEFIELD** as Director, Intergovernmental
Grants and Director, Economic Development

Reappointment of **ANNE MARKEZICH** as Manager, Zoning
Department/ Mapping and Platting

Reappointment of **JEFFREY SANDUSKY** as Director, Information
Technology

Reappointment of **ANN BARNUM** as Manager, Human Resources

Reappointment of **BRIAN BUEHLHORN** as Superintendent, St. Clair County
Parks

Reappointment of **ASHLEY JETT** as Superintendent, Animal Services

Reappointment of **KIMBERLY HUTH** as Director, Military Affairs

Reappointment of **JANN SEVERIT** as Director, Belle-Clair Fairgrounds Park



MARK A. KERN, Chairman
St. Clair County Board

MAK/sg

George A. Markezich

103 Coral Drive Collinsville, IL 62234

(Phone) (618) 806-3244 (Email) geom2aol.com

Professional Experience

Time DC Truck Line

7301 Hall Street, St. Louis, MO

Diesel Mechanic

1976 - 1983

County of St. Clair

10 Public Square, Belleville, IL 62220

Garage Procurement and Service Manager

1984 - 2023

County of St. Clair

10 Public Square, Belleville, IL 62220

Consultant Parttime

2023 - Present

St. Clair County Transit District

Trustee

2019 - Present

Metro East Park and Recreation District

Trustee

2023 - Present

TO: ST. CLAIR COUNTY BOARD

FROM: MARK A. KERN, Chairman
ST. CLAIR COUNTY BOARD

SUBJ: Miscellaneous Reports

DATE: January 27, 2025

The following routine informational reports are by various department heads for you to receive and to have placed on file by voice vote; no other action being necessary:

Juvenile Detention Center

The population from December 7, 2024 to January 6, 2025 consisted of 432 juveniles: 431 boys and 1 girls. The report of same will be placed on file in the County Board office.

County Jail

The Jailer reports that prisoners from the period of December 09, 2024 through January 22, 2025 are an average of 429 prisoners per day. The report of same will be placed on file in the County Board office.

This Miscellaneous Report will become a part of the County Board Meeting Minutes.



St. Clair County Juvenile Detention Center

GREGORY F. NORKUS
DIRECTOR

COURT SERVICES AND PROBATION DEPARTMENT
20TH JUDICIAL CIRCUIT

9006 Lebanon Rd.
Belleville, IL 62223-1503
Phone: (618) 397. 0766
Fax: (618) 397. 5284

LAWRENCE BRAZIL
SUPERINTENDENT

LISA K. BRENNAN-FLEMING
ASSISTANT SUPERINTENDENT

January 08, 2025

Public Safety Committee
St. Clair County Building
10 Public Square
Belleville, IL. 62220

Dear Committee Members

Please be advised, as indicated by my Population Report, that we did not exceed the D.O.C. rate capacity of 38 for the reporting period of December 07, 2024 through January 06, 2025.

If you have any questions about this matter, please contact me.

Sincerely,

Lawrence Brazil
Superintendent

Population Report
December 07, 2024 - January 06, 2025

	<i>Boys</i>	<i>Girls</i>	<i>Daily Totals</i>	<i>31 days</i>
12/07/24	11	0	11	
12/08/24	12	0	12	
12/09/24	11	0	11	
12/10/24	12	0	12	
12/11/24	13	0	13	
12/12/24	14	0	14	
12/13/24	13	0	13	
12/14/24	15	0	15	
12/15/24	15	0	15	
12/16/24	16	0	16	
12/17/24	16	1	17	
12/18/24	16	0	16	
12/19/24	16	0	16	
12/20/24	15	0	15	
12/21/24	15	0	15	
12/22/24	15	0	15	
12/23/24	15	0	15	
12/24/24	15	0	15	
12/25/24	14	0	14	
12/26/24	14	0	14	
12/27/24	12	0	12	
12/28/24	12	0	12	
12/29/24	13	0	13	
12/30/24	13	0	13	
12/31/24	13	0	13	
01/01/25	13	0	13	
01/02/25	13	0	13	
01/03/25	14	0	14	
01/04/25	15	0	15	
01/05/25	15	0	15	
01/06/25	15	0	15	
Totals	431	1		
Grand Totals			432	



Daily Peak Population Report

For Period Beginning on December 09, 2024 Through January 21, 2025 - Current Capacity: 418

Date	Population	Over/Under	Status
* Monday, December 9, 2024	458	-40	Over Capacity
Tuesday, December 10, 2024	439	-21	Over Capacity
Wednesday, December 11, 2024	441	-23	Over Capacity
Thursday, December 12, 2024	447	-29	Over Capacity
Friday, December 13, 2024	447	-29	Over Capacity
Saturday, December 14, 2024	425	-7	Over Capacity
Sunday, December 15, 2024	433	-15	Over Capacity
Monday, December 16, 2024	434	-16	Over Capacity
Tuesday, December 17, 2024	441	-23	Over Capacity
Wednesday, December 18, 2024	449	-31	Over Capacity
Thursday, December 19, 2024	451	-33	Over Capacity
Friday, December 20, 2024	441	-23	Over Capacity
Saturday, December 21, 2024	411	7	Under Capacity
Sunday, December 22, 2024	417	1	Under Capacity
Monday, December 23, 2024	423	-5	Over Capacity
Tuesday, December 24, 2024	410	8	Under Capacity
Wednesday, December 25, 2024	407	11	Under Capacity
Thursday, December 26, 2024	410	8	Under Capacity
Friday, December 27, 2024	413	5	Under Capacity
* Saturday, December 28, 2024	405	13	Under Capacity
Sunday, December 29, 2024	412	6	Under Capacity
Monday, December 30, 2024	420	-2	Over Capacity
Tuesday, December 31, 2024	416	2	Under Capacity
Wednesday, January 1, 2025	415	3	Under Capacity
Thursday, January 2, 2025	424	-6	Over Capacity
Friday, January 3, 2025	423	-5	Over Capacity
Saturday, January 4, 2025	429	-11	Over Capacity
Sunday, January 5, 2025	435	-17	Over Capacity
Monday, January 6, 2025	436	-18	Over Capacity
Tuesday, January 7, 2025	430	-12	Over Capacity
Wednesday, January 8, 2025	433	-15	Over Capacity
Thursday, January 9, 2025	418	0	At Capacity
Friday, January 10, 2025	420	-2	Over Capacity
Saturday, January 11, 2025	423	-5	Over Capacity
Sunday, January 12, 2025	433	-15	Over Capacity
Monday, January 13, 2025	434	-16	Over Capacity
Tuesday, January 14, 2025	431	-13	Over Capacity
Wednesday, January 15, 2025	439	-21	Over Capacity
Thursday, January 16, 2025	435	-17	Over Capacity
Friday, January 17, 2025	440	-22	Over Capacity
Saturday, January 18, 2025	429	-11	Over Capacity
Sunday, January 19, 2025	431	-13	Over Capacity
Monday, January 20, 2025	432	-14	Over Capacity
Tuesday, January 21, 2025	437	-19	Over Capacity



Daily Peak Population Report

For Period Beginning on December 09, 2024 Through January 21,2025 - Current Capacity: 418

Date	Population	Over/Under	Status
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Average Daily Population: 429

Days In Reporting Period: 44

* - Designates Min and Max Dates

... End of Report ...

ENVIRONMENT COMMITTEE MEETING

December 10, 2024

The regular meeting of the Environment Committee of the St. Clair County Board was called to order on Tuesday, December 10th, 2024, at 300 P.M. by Marty Crawford, acting Chairman.

Members present: Philip Henning, C.J Baricevic, John Coers, Marty Crawford

Member excused:, Richie Miele, Matt Smallheer, Ken Easterly

Staff in attendance: Anne Markezich, Director Brean Winterbauer, Assistant Director

Members recited the Pledge of Allegiance.

MOTION by Baricevic, second by Henning to approve Minutes from November 2024. Motion Carried

MOTION by Coers, second by Baricevic to approve Zoning Fee Report. Motion Carried.

MOTION by Baricevic second by Henning to approve Occupancy Program Report for November 2024. Motion Carried.

MOTION by Coers, second by Baricevic to approve Building Permit Report for November 2024. Motion Carried.

HEALTH DEPARTMENT REPORT – KRISTY MULLINS

No Report

ZONING DIRECTOR REPORT – ANNE MARKEZICH

No Report

CLEAN SWEEP PROGRAM

No Report

STATES ATTORNEY'S OFFICE

No Report

MOTION to adjourn by Baricevic, second by Henning. Motion Carried.



DECEMBER 2024 FEE REPORT

Payment Date Range 12/01/24 - 12/31/24

Summary Listing

Payment Code

Payment Category Zoning - Zoning & Mapping

ZB100 - AZC-APP Zoning Compliance Permit
ZB100-3 - Plan Review Residence
ZB100-4 - Plan Review Commercial
ZB101 - Commercial & Industrial Permit
ZB102 - Demolition permit
ZB103-1 - Electrical Permit 1 Insp
ZB103-2 - Electrical Permit 2 Insp
ZB104-2 - Garage/Pole Barn Addition Permit
ZB104-3 - Portable Shed > 200 sq ft Permit
ZB104-5 - Pole Barn Permit
ZB105-1 - Deck Permit
ZB106-1 - Modular/Manuf Home Permit
ZB108 - Reinspection fee - new constr
ZB110 - Res Additions Permit
ZB113-1 - Single Fam Res Permit <2500 sqft
ZB117 - Solar Energy System-Residential
ZCB100 - B/P Village of Caseyville
ZCB101 - B/P Village of East Carondelet
ZCB103 - B/P Village of Freeburg
ZCB105 - B/P Village of Marissa
ZCB106 - B/P Village of Millstadt
ZCB107 - B/P Village of New Athens
ZCB108 - B/P Village of St. Libory
ZCB109 - B/P Village of Smithton
ZCO100 - OCC Village of East Carondelet
ZCO102 - OCC Village of Millstadt
ZO100 - OCC Multi-family
ZO101 - OCC Single Family
ZO102 - OCC Manuf/Mobile Home Insp
ZO103 - Reinspection Fee-Occupancy
ZO104 - Certification of Occupancy
ZO105 - Certification of Occupancy-Mod
ZO106-1 - Occupancy Duplex Inspections
ZO106-2 - Occupancy Condominium Inspection

Default Bank Account

Number of Transactions

Total Amount Collected

BOE-Investment Pool	44	1,320.00
BOE-Investment Pool	1	75.00
BOE-Investment Pool	4	400.00
BOE-Investment Pool	3	1,157.95
BOE-Investment Pool	3	300.00
BOE-Investment Pool	15	1,125.00
BOE-Investment Pool	2	200.00
BOE-Investment Pool	1	175.00
BOE-Investment Pool	1	125.00
BOE-Investment Pool	2	350.00
BOE-Investment Pool	1	125.00
BOE-Investment Pool	1	150.00
BOE-Investment Pool	33	2,475.00
BOE-Investment Pool	1	200.00
BOE-Investment Pool	4	2,500.00
BOE-Investment Pool	26	6,950.00
BOE-Investment Pool	13	3,258.00
BOE-Investment Pool	1	1,704.50
BOE-Investment Pool	5	1,541.00
BOE-Investment Pool	1	75.00
BOE-Investment Pool	3	332.50
BOE-Investment Pool	2	262.00
BOE-Investment Pool	2	262.00
BOE-Investment Pool	6	2,750.50
BOE-Investment Pool	1	100.00
BOE-Investment Pool	8	925.00
BOE-Investment Pool	15	1,125.00
BOE-Investment Pool	61	7,625.00
BOE-Investment Pool	7	700.00
BOE-Investment Pool	22	1,100.00
BOE-Investment Pool	92	3,220.00
BOE-Investment Pool	1	25.00
BOE-Investment Pool	9	875.00
BOE-Investment Pool	2	200.00

Payment Category Zoning - Zoning & Mapping Totals

Grand Totals

393 \$43,708.45

393 \$43,708.45

RESOLUTION NO. 2976-25-RZ

A RESOLUTION GRANTING A REQUEST FOR A PLANNED BUILDING DEVELOPMENT BY ST. PAUL UNITED CHURCH OF CHRIST, OWNERS AND EMERALD MOUND-LEBANON FIRE P.D., APPLICANTS, FOR PROPERTY LOCATED AT 10057 STATE RTE 4, LEBANON, ILLINOIS, IN LEBANON TOWNSHIP.

(CASE #2024-07-PD)

WHEREAS, a public hearing was held in the County Board Room, 5th Floor, St. Clair County Building, #10 Public Square, Belleville, Illinois, on January 7, 2025 at 6:00 P.M., before the Zoning Board and notice of said hearing was duly given; and,

WHEREAS, on January 7th 2025 the Zoning Board of Appeals after hearing the testimony and evidence presented; after considering all relevant sections of the St. Clair County Zoning Code, and after further consideration of the matter, Granted the applicant's a Special Use Permit for a Planned Building Development pursuant to Section 40-9-3(H)(3) to allow a Fire Training Building with storage in an "A" Agricultural Industry Zone District due to the following:

- (1) The location, type of use, and the operation thereof would adequately protect the public's health, safety and welfare and the physical environment.
- (2) The proposed use, while not entirely consistent with the County's Comprehensive Plan, is for a governmental use/purpose, and thus, the request as presented would not adversely affect the County's Comprehensive Plan.
- (3) The use will neither negatively impact the value of neighboring property nor the County's overall tax base, as part of this property is currently being utilized as a solar farm, and the proposed facility is divided from areas along IL State Rte. 4 by a large tree line, thus, providing a natural buffer.
- (4) The proposed Special Use will have no appreciable effect on public utilities and traffic circulation. The proposed use is of the type that is expected to receive minimal routine traffic.
- (5) There are no facilities (i.e., schools or hospitals) that require special consideration.

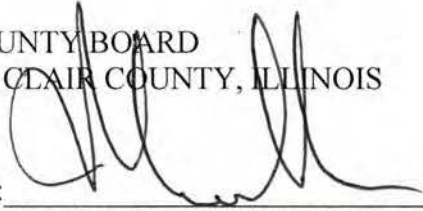
- (6) The unique characteristics of the proposed use and its overall governmental function will have no adverse effect on adjacent properties and uses in the general vicinity.
- (7) The Special Use is to the Applicant only and shall not run with the land. Once the Applicant ceases use of the property the Applicant shall remove all cargo containers and other structures.

WHEREAS, the County Board of St. Clair, Illinois, concur with the aforesaid findings, conditions and recommendations of the Zoning Board of Appeals;

NOW, THEREFORE BE IT RESOLVED, by the County Board of St. Clair County, Illinois, that the request for a **PLANNED BUILDING DEVELOPMENT** be Granted.

ADOPTED, this 27th day of January , 2025.

COUNTY BOARD
ST. CLAIR COUNTY, ILLINOIS

BY: 
MARK KERN, CHAIRMAN

ATTEST:


THOMAS HOLBROOK, COUNTY CLERK



St. Clair County Zoning Board of Appeals' ADVISORY REPORT TO THE ST. CLAIR COUNTY BOARD

ADVISORY REPORT 2024-07-PD

Application By: Emerald Mound-Lebanon Fire Protection District, 640 N. Monroe, Lebanon, IL *Case #:* 2024-07-PD
Owners: St. Paul United Church of Christ, 123 East Dee St., Lebanon, IL

Application Filed: 11/19/2024 *Publication Date:* 12/18/2024 *Hearing Date:* 01/07/25 @ 6:00 pm

Request: A Special Use Permit for a Planned Building Development pursuant to Section 40-9-3(H)(3) to allow a Fire Training Building with storage in an "A" Agricultural Industry Zone District, on property known as 10057 State Rte. 4, Lebanon, Illinois in Lebanon Township (PPN: 05-30.0-300-014).

Zoning Board of Appeals Members Present: S. Penny, A. Edwards, G. Meister, S. Lindauer, S. Howell & K. Heberer.

County Board Members Present at Hearing: Robert Wilhelm

Testimony: Applicant representative and President of Emerald Mound-Lebanon Fire Protection District, Don Mueller presented the application. Mr. Mueller advised that he is on the board of St. Paul UCC, the property owner of the property in question. Mr. Mueller stated that the Fire Protection District desires to lease 1-acre of property from St. Paul UCC for construction and placement of a fire training facility. The 1-acre would be located off of Pister Road and on the very southwest corner of St. Paul UCC's property (05-30.0-300-014). Currently on this same parcel is being constructed a solar farm, however, the uses are separated by a tree line.

The original lease will be for a term of 25 years, with 5-year options thereafter. The facility will consist of approximately five cargo containers, with two of the containers being stacked on top of the others to simulate a two-story structure. Also, there will be a sixth container used for storage of materials which are utilized in training. The facility will be fenced and gated, and there will be an area (50 ft. x 200 ft.) outside the gate and off of Pister Road utilized for parking. The entire 1-acre will be paved with roto-mill aggregate. The containers used for training purposes will be situated and fastened to concrete piers, and the Applicant advised that engineered drawings/plans will be provided to the Zoning Department.

Mr. Mueller stated that the Fire Protection District will likely use the training facility on Tuesdays from 6:30 p.m. to 9:00 p.m., and on the weekends. They will also allow other mutual aid fire departments to train at the facility, but those days and times will differ. Mr. Mueller explained how the facility works and is used by firefighters to train. He estimated that during a training session approximately 1,000 to 1,500 gallons of water is used, and such is brought to the site via firetrucks. Additionally, Mr. Mueller indicated that they plan to place a portable bathroom on the property that Fire Protection District will maintain.

A nearby property owner, Doug Kittstein, appeared at the hearing, indicating that he received a letter about the hearing, and he wanted to know what was being planned. Overall he had no objection to the application.

County Board Member Robert Wilhelm testified that he had no objection to the application.

The Zoning Board had discussion with the Applicant regarding the use of cargo containers at the facility and plans to remove them when the facility is no longer needed, or the lease expires. Mr. Mueller indicated that per the lease with the property owner, the Fire Protection District will remove the containers and restore ground to farm ground, when they cease using the property. Additional discussion was had given the Applicant's status as a governmental entity/agency and the use of cargo containers.

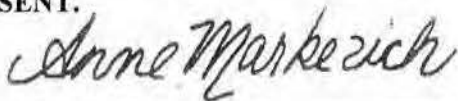
Witnesses having been sworn, testimony and evidence presented, and the Zoning Board of Appeals being fully advised in the premises, and the Board having considered the following in conjunction therewith, and found:

The Board found and concluded as follows:

- (1) Whether the proposed design, location, development and operation of the proposed Special Use will adequately protect the public health, safety, and welfare and the physical environment. **The Board found as follows:** The location, type of use, and the operation thereof would adequately protect the public's health, safety and welfare and the physical environment.
- (2) Whether the proposed Special Use is consistent with the County's Comprehensive Plan. **The Board found as follows:** The proposed use, while not entirely consistent with the County's Comprehensive Plan, is for a governmental use/purpose, and thus, the request as presented would not adversely affect the County's Comprehensive Plan.
- (3) The effect the proposed Special Use may have on the value of the neighboring property and on the County's overall tax base. **The Board found as follows:** The use will neither negatively impact the value of neighboring property nor the County's overall tax base, as part of this property is currently being utilized as a solar farm, and the proposed facility is divided from areas along IL State Rte. 4 by a large tree line, thus, providing a natural buffer.
- (4) The availability and the effect the proposed Special Use would have on the public utilities and on traffic circulation on nearby streets. **The Board found as follows:** The proposed Special Use will have no appreciable effect on public utilities and traffic circulation. The proposed use is of the type that is expected to receive minimal routine traffic.
- (5) Whether there are any facilities near the proposed Special Use (such as schools or hospitals) that require special consideration. **The Board found as follows:** There are no facilities (i.e., schools or hospitals) that require special consideration.
- (6) Whether the proposed Special Use is compatible to adjacent uses and uses in the general vicinity. **The Board found as follows:** The unique characteristics of the proposed use and its overall governmental function will have no adverse effect on adjacent properties and uses in the general vicinity.
- (7) The time period for which the Special Use Permit should be granted or any special requirements for certification of continued compliance with the terms of approval. **The Board found as follows:** The Special Use is to the Applicant only and shall not run with the land. Once the Applicant ceases use of the property the Applicant shall remove all cargo containers and other structures.

A motion was made by S. Lindauer to *GRANT* the request. The motion was seconded by K. Heberer. The members of the Board voted as follows: S. Penny-Yes, A. Edwards-Yes, G. Meister-Yes, K. Heberer-Yes, S. Howell-Yes, and S. Lindauer-Yes. The motion passed 6 to 0 to grant the request.

IT IS THEREFORE THE RECOMMENDATION OF THE ST. CLAIR COUNTY ZONING BOARD OF APPEALS THAT THE REQUESTED SPECIAL USE PERMIT BE GRANTED FOR THE AFOREMENTIONED REASONS, WITH THE ABOVE SPECIAL REQUIREMENT(S), BY A MAJORITY OF ALL MEMBERS PRESENT.



Anne Markezich
Secretary, St. Clair County Zoning Board of Appeals

1/9/2025
Date

Res. #2976-25-RZ

RESOLUTION NO. 2977-25-RZ

A RESOLUTION GRANTING A REQUEST FOR A SPECIAL USE PERMIT BY JAI MA MELDI, INC. D/B/A SAV-ON LIQUOR & WINE #4, OWNER & APPLICANT. FOR PROPERTY LOCATED AT 1100 A CARLYLE AVENUE, BELLEVILLE, ILLINOIS, IN ST. CLAIR TOWNSHIP. (CASE #2024-08-SP)

WHEREAS, a public hearing was held in the County Board Room, 5th Floor, St. Clair County Building, #10 Public Square, Belleville, Illinois, on January 7th 2025 at 6:15 P.M., before the Zoning Board and notice of said hearing was duly given; and,

WHEREAS, on January 7th 2025 the Zoning Board of Appeals after hearing the testimony and evidence presented; after considering all relevant sections of the St. Clair County Zoning Code, and after further consideration of the matter, Granted the applicant's a Special Use Permit to allow a business establishment licensed to sell liquor and/or alcoholic beverages by the drink in a "B-1" Retail & Business Zone District due to the following:

- (1) That the proposed business use, given the site plan, its segregation from the convenience store, and business activity already occurring on the property, as well as current business uses in the general vicinity, would adequately protect the public's health, safety, and welfare and the physical environment.
- (2) The Comprehensive Plan calls for commercial use, and this property has historically been used for commercial uses/purposes, as well as the general area in question. Thus, the proposed use will not negatively impact the County's Comprehensive Plan.
- (3) The proposed Special Use would not have a negative impact on the value of neighboring property and the proposed Special Use would positively impact the County's overall tax base.
- (4) There will be minimal effect on traffic circulation given existing road infrastructure. There will be no negative effect on public utilities.
- (5) There are no hospitals in close proximity to the proposed Special Use that require special consideration; however, there is a nearby high school that was taken into account and considered by the Board. The high school is well over 200 ft. from the property in question, and thus, the proposed use shall not present an issue.

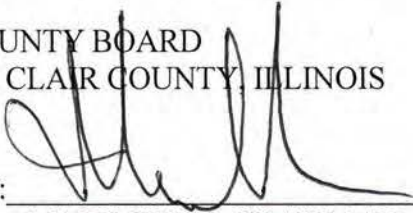
- (6) The proposed Special Use is compatible with other uses in the general vicinity.
- (7) This Special Use Permit does not run with the land. The Special Use Permit is to the Applicant only—Sav-on Liquor & Wine #6. The buildout of the proposed video gaming parlor per the site plan submitted shall meet all applicable code requirements prior to opening for business.

WHEREAS, the County Board of St. Clair, Illinois, concur with the aforesaid findings, conditions and recommendations of the Zoning Board of Appeals;

NOW, THEREFORE BE IT RESOLVED, by the County Board of St. Clair County, Illinois, that the request for a **SPECIAL USE PERMIT** be Granted.

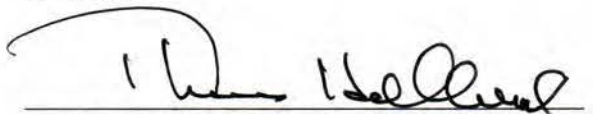
ADOPTED, this 27th day of January, 2025.

COUNTY BOARD
ST. CLAIR COUNTY, ILLINOIS

BY: 

MARK KERN, CHAIRMAN

ATTEST:


THOMAS HOLBROOK, COUNTY CLERK



St. Clair County Zoning Board of Appeals' ADVISORY REPORT TO THE ST. CLAIR COUNTY BOARD

ADVISORY REPORT 2024-08-SP

Application By: Jai Ma Meldi, Inc., d/b/a Sav-on Liquor & Wine #4, 904 Spyglass Hill Ct., Caseyville, IL (and owner)

Application Filed: 11/26/2024

Publication Date: 12/18/2024 **Hearing Date & Time:** 01/07/25 & 6:15 p.m.

Request: A Special Use Permit to allow a business establishment licensed to sell liquor and/or alcoholic beverages by the drink in a "B-1" Retail & Business Zone District, on property commonly known as 1100 A Carlyle Avenue, Belleville, IL, St. Clair Township (PPN: 08-24.0-301-050).

Zoning Board of Appeals Members Present: S. Penny, A. Edwards, S. Howell, K. Heberer, S. Lindauer & G. Meister

County Board Members Present at Hearing: Susan Gruberman

Testimony: Milan Patel representative of the Applicant presented the case, as well as Nitesh Patel. Both individuals explained that currently the property has an operating gas and convenience store located upon it, which was added-on/remodeled a few years ago. The Applicant would like to construct an area inside the existing store, approx. 370 sq. ft. in size, to operate a video gaming parlor from, and thus, the request for the ability to sell liquor and/or alcohol by the drink. The proposed video gaming area would be separated from the convenience store. It would have its own separate entrance from the outside, and there will be no doors inside the gaming parlor that lead to the inside of the convenience store. Both would be completely separated. Further, the gaming parlor will have its own restroom facilities and employee that manages the facility. It will be situated in the existing building per the site plans submitted.

Mr. M. Patel advised that the facility would be operated by an entity known as Sav-on Liquor & Wine #6, which Nitesh Patel's wife would operate. It would be a separate entity from the entity that operates the convenience store and gas station. It would operate 7 days a week between the hours of 8:00 a.m. and 12:00 (midnight). The gaming parlor will close when the convenience store closes—midnight. It will have approximately six employees and sell alcoholic beverages from a small cooler inside the facility. There are 26 parking spaces on the property now, and the Applicant believes they will only need 6-7 parking spaces for the video gaming parlor.

County Board Member S. Gruberman advised that she had received no complaints/concerns about the application, and she has no objection to the application.

The Zoning Board Members reviewed the plans/diagrams submitted and further discussed the same with the Applicant. Additionally, the Zoning Director advised that the St. Clair County Health Department did not have any issues with the application. The Zoning Director did advise the Applicant that the property is within the 100-year floodway and that they need to be aware of certain rules and regulations pertaining thereto. Mr. N. Patel acknowledged that he was aware of that fact.

There were no other persons present at the hearing to provide testimony against this Special Use application, however, there were two persons present who supported it—a representative of the entity supplying video gaming terminals and a representative of the construction company utilized by the Applicant.

Witnesses having been sworn, testimony and evidence presented, and the Zoning Board of Appeals being fully advised in the premises, and the Board having considered the following in conjunction therewith, and found:

- (1) *Whether the proposed design, location, development and operation of the proposed Special Use will adequately protect the public health, safety, and welfare and the physical environment. **The Board found as follows:** That the proposed business use, given the site plan, its segregation from the convenience store, and business activity already occurring on the property, as well as current business uses in the general vicinity, would adequately protect the public's health, safety, and welfare and the physical environment.*
- (2) *Whether the proposed Special Use is consistent with the County's comprehensive plan. **The Board found as follows:** The Comprehensive Plan calls for commercial use, and this property has historically been used for commercial uses/purposes, as well as the general area in question. Thus, the proposed use will not negatively impact the County's Comprehensive Plan.*
- (3) *The effect the proposed Special Use may have on the value of the neighboring property and on the County's overall tax base. **The Board found as follows:** The proposed Special Use would not have a negative impact on the value of neighboring property and the proposed Special Use would positively impact the County's overall tax base.*
- (4) *The availability and the effect the proposed Special Use would have on the public utilities and on traffic circulation on nearby streets. **The Board found as follows:** There will be minimal effect on traffic circulation given existing road infrastructure. There will be no negative effect on public utilities.*
- (5) *Whether there are any facilities near the proposed Special Use (such as schools or hospitals) that require special consideration. **The Board found as follows:** There are no hospitals in close proximity to the proposed Special Use that require special consideration; however, there is a nearby high school that was taken into account and considered by the Board. The high school is well over 200 ft. from the property in question, and thus, the proposed use shall not present an issue.*
- (6) *Whether the proposed Special Use is compatible to adjacent uses and uses in the general vicinity. **The Board found as follows:** The proposed Special Use is compatible with other uses in the general vicinity.*
- (7) *The time period for which the Special Use Permit should be granted or any special requirements for certification of continued compliance with the terms of approval. **The Board found as follows:** This Special Use Permit does not run with the land. The Special Use Permit is to the Applicant only—Sav-on Liquor & Wine #6. The buildout of the proposed video gaming parlor per the site plan submitted shall meet all applicable code requirements prior to opening for business.*

A motion was made by K. Heberer to GRANT the request with the above conditions/limitations/requirements. The motion was seconded by S. Howell. The members of the Board voted as follows: S. Penny-Yes, A. Edwards-No, S. Howell-Yes, K. Heberer-Yes, S. Lindauer-Yes, and G. Meister-Yes. The motion carried 5 to 1.

IT IS THEREFORE THE RECOMMENDATION OF THE ST. CLAIR COUNTY ZONING BOARD OF APPEALS THAT THE REQUESTED SPECIAL USE PERMIT BE GRANTED, FOR THE AFOREMENTIONED REASONS AND WITH THE AFOREMENTIONED CONDITIONS/LIMITATIONS/REQUIREMENTS, BY A MAJORITY OF ALL MEMBERS PRESENT.



Anne Markezich
Secretary, St. Clair County Zoning Board of Appeals

1/9/2025
Date

Res. #2977-25-RZ

ORDINANCE NO. 25-1305

AN ORDINANCE AMENDING CHAPTER 7 (“BUILDING CODE”), ARTICLE I, DIVISION IX, SECTION 7-1-49 (“RESIDENTIAL PERMIT FEES”) OF THE REVISED CODE OF ORDINANCES OF ST. CLAIR COUNTY, ILLINOIS

WHEREAS, Illinois Public Act 103-0621 amended Section 5 of the Counties Code by adding Section 5-12022 to allow for the exemption of building permit fees for certain improvements to the residence of a veteran with a disability; and

WHEREAS, this newly enacted law (55 ILCS 5/5-12022) comes into effect on January 1, 2025; and

WHEREAS, St. Clair County, Illinois in order to comply with this newly enacted law desires to amend Chapter 7 (“Building Code”) of its Revised Code of Ordinances; and

WHEREAS, St. Clair County, Illinois desires to amend its Revised Code of Ordinances by adding a new subsection to Section 7-1-49 of Chapter 7, Article I, Division IX, specifically new subsection 7-1-49(N), which shall provide for a provision for exempting residential building permit fees for certain improvements to the residence of a veteran with a disability in conformity with 55 ILCS 5/5-12022 of the Illinois Counties Code.

NOW THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF ST. CLAIR COUNTY, ILLINOIS THAT:

Section I: The aforementioned recitals are hereby adopted as findings by the County Board of St. Clair County, Illinois.

Section II: The County Board hereby amends Chapter 7 (“Building Code”), Article I, Division IX of its Revised Code of Ordinances by adding a new subsection thereto, specifically, subsection 7-1-49(N), which shall hereinafter read as follows:

7-1-49 Residential permit fees. The residential permit fees shall be as follows:

....

N. Disabled Veteran Fee Exemption. A veteran with a disability or the veteran's caregiver shall not be charged any building permit fee for improvements to the residence of the veteran with a disability if the improvements are required to accommodate a disability of the veteran. Nothing in this subsection changes the obligation of any person to submit to the County applications, forms, or other paperwork to obtain a building permit. A veteran or caregiver must provide proof of veteran status and attest to the fact that the improvements to the residence are required to accommodate the veteran's disability. Proof of veteran status is to be construed liberally and shall include service in the Armed Forces of the United States, National Guard, or the reserves of the Armed Forces of the United States.

- (i) “*Proof of veteran status*” as used in this subsection can be satisfied by showing proof of service in the Armed Forces of the United States, National Guard, or the reserves of the Armed Forces of the United States. Proof of service can be shown by a veteran identification card, a discharge certificate, an NGB Form 22, Reserve Separation Orders, or any other document approved by the Office of Veterans Affairs or Department of Defense showing proof of veteran status.
- (ii) “*Caregiver*” as used in this subsection is an individual who has been designated as a caregiver for the veteran by the Office of Veterans Affairs or a person who provides direct personal care for the veteran by assisting with one or more activities of daily living or providing supervision or protection for the veteran.
- (iii) “*With a Disability*” as used in this subsection is a veteran who (a) has a physical or mental impairment that substantially limits one or more major life activities, (b) has a history or record of such an impairment, or (c) is perceived by others as having such an impairment.
- (iv) The Illinois Department of Veterans Affairs may not adjudicate any dispute arising under this subsection.

All other subsections of 7-1-49 shall remain unchanged by this Ordinance, and their listed fees remain in effect.

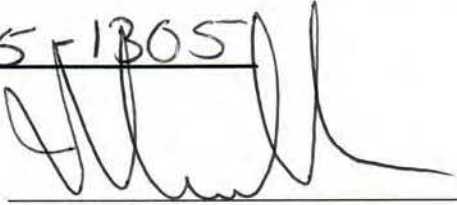
Section III. All Ordinances or parts of other Ordinances in conflict with the provisions of this Ordinance shall, to the extent of the conflict, be, and are hereby repealed, provided that nothing herein shall in any way excuse or prevent prosecution of any previous existing violation of any Ordinance superseded hereby.

Section IV: Nothing in this Ordinance hereby adopted shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or Ordinance hereby repealed by this Ordinance, nor shall any just or legal right or remedy of any character be lost, impaired or affected by the Ordinance.

Section V: This Ordinance shall take full effect on January 1, 2025, and remain in effect and operation until lawfully repealed or superseded by the St. Clair County Board. The passage of this Ordinance shall be filed with the Clerk of St. Clair County on the date of Approval and Adoption, with publication of its passage by the County Clerk as provided by law.

APPROVED AND ADOPTED at this regular meeting of the County Board of St. Clair County, in the State of Illinois, on this 27th day of January, 2025.

[Signature pages to follow.]

Ordinance No. 25-1805

MARK KERN
ST. CLAIR COUNTY CHAIRMAN

ATTEST:


THOMAS HOLBROOK
ST. CLAIR COUNTY CLERK



REVIEWED BY:


STATES ATTORNEY


DIRECTOR OF ADMINISTRATION

APPROVED BY:











ENVIRONMENT COMMITTEE

Ray Masley

Scott Leim

Michael Donnell

CRB

J. D. Shue

R. E. Euterley

JUDICIARY COMMITTEE

Mary Cady

Ray Masley

Jane Moe

John Flannery

Charles Vernon

L. Masley

Jim Long

FINANCE COMMITTEE



Andrew Lopinot, St. Clair County Treasurer

St. Clair County Bldg.
10 Public Square
Belleville, IL 62220-1623

<http://www.sccctreasurer.com>
treasurer@co.st-clair.il.us
P: (618) 825-2707 F: (618) 825-2274

January 22, 2025

Honorable Mark A. Kern, Chairman
St. Clair County Board
10 Public Sq.
Belleville, IL 62220

Re: December Funds Invested

Attached is a report of funds invested as of December 31, 2024.

Respectfully,

A handwritten signature in cursive script, reading "Andrew Lopinot".

Andrew Lopinot
St. Clair County Treasurer



Investment Pool #1
Investments by All Types
Active Investments
December 31, 2024

St. Clair County

9-b-1

CUSIP	Investment #	Pool	Issuer	Par Value	Purchase Price	Book Value	Current Rate	Maturity Date	Call Date	Call Price
Certificates of Deposit										
4749	15069	1	First Federal Savings Bank	330,036.16	100.0000000	330,036.16	4.900	01/08/2025		
4962	15071	1	First Federal Savings Bank	205,000.00	100.0000000	205,000.00	4.500	01/15/2025		
5720	15072	1	First Federal Savings Bank	115,009.45	100.0000000	115,009.45	4.500	01/26/2025		
0320	15112	1	First Federal Savings Bank	1,000,000.00	100.0000000	1,000,000.00	4.500	03/25/2025		
4764	15299	1	First Federal Savings Bank	250,000.00	100.0000000	250,000.00	4.250	09/13/2025		
4913	15300	1	First Federal Savings Bank	279,000.00	100.0000000	279,000.00	4.250	09/14/2025		
4156	15225	1	1st National Bank of Waterloo	10,000.00	100.0000000	10,000.00	4.400	01/20/2025		
0183	15298	1	1st National Bank of Waterloo	72,000.00	100.0000000	72,000.00	4.200	09/10/2025		
17230	15025	1	ALBANY ASSOCIATION	234,150.00	100.0000000	234,150.00	4.542	06/13/2025		
58469	15005	1	AMERICAN PLUS	229,000.00	100.0000000	229,000.00	4.544	12/22/2025		
1071	15361	1	Associated Bank	910,082.04	100.0000000	910,082.04	3.500	11/25/2025		
1121	15362	1	Associated Bank	363,098.76	100.0000000	363,098.76	3.500	11/25/2025		
68187	15000	1	BAXTER CREDIT	232,550.00	100.0000000	232,550.00	5.009	06/13/2025		
68588-2	15490	1	CONSUMERS CREDIT UNION	239,900.00	100.0000000	239,900.00	4.194	12/19/2025		
5496	15009	1	CORNERSTONE BK	226,200.00	100.0000000	226,200.00	5.112	12/22/2025		
58648	15489	1	CROSSFIRST BANK	240,100.00	100.0000000	240,100.00	4.100	12/19/2025		
2132-2	15550	1	FINANCIAL FEDERAL SAVINGS BANK	100,014.79	100.0000000	100,014.79	4.000	12/24/2025		
0168-2	15741	1	FINANCIAL FEDERAL SAVINGS BANK	903,757.58	100.0000000	903,757.58	4.000	12/10/2025		
30812	15488	1	FIRST FEDERAL SAVINGS AND LOAN	240,000.00	100.0000000	240,000.00	4.116	12/19/2025		
3887	15007	1	FIRST NATIONAL BANK	228,600.00	100.0000000	228,600.00	4.636	12/22/2025		
4756	15083	1	First Federal Bank FSB	386,000.00	100.0000000	386,000.00	4.330	02/15/2026		
34607	15006	1	FIRST INTERNET	228,600.00	100.0000000	228,600.00	4.559	12/22/2025		
14185	15486	1	First State Bank & Trust	240,000.00	100.0000000	240,000.00	4.122	12/19/2025		
58626-2	15491	1	GBANK	239,900.00	100.0000000	239,900.00	4.176	12/19/2025		
22366	15004	1	GBC INTERNATIONAL	229,650.00	100.0000000	229,650.00	4.386	12/22/2025		
29657	15008	1	GREAT MIDWESST	229,250.00	100.0000000	229,250.00	4.486	12/22/2025		
1613295340	15096	1	Lindell Bank	250,000.00	100.0000000	250,000.00	3.850	02/16/2025		
10344	15003	1	SCHERTZ BANK TRUST	226,900.00	100.0000000	226,900.00	5.043	12/22/2025		
57993	15002	1	SERVIS FIRST BANK	231,250.00	100.0000000	231,250.00	5.447	06/13/2025		
58534	15492	1	SOLERA NATIONAL BANK	239,900.00	100.0000000	239,900.00	4.184	12/19/2025		
27074	15493	1	STATE BANK OF TEXAS	240,100.00	100.0000000	240,100.00	4.092	12/19/2025		
57703-2	15487	1	T BANK NATIONAL	239,700.00	100.0000000	239,700.00	4.251	12/19/2025		
57512	14999	1	WESTERN ALLIANCE	231,850.00	100.0000000	231,850.00	5.212	06/13/2025		

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Investment Pool #1
Investments by All Types
December 31, 2024

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CUSIP	Investment #	Pool	Issuer	Par Value	Purchase Price	Book Value	Current Rate	Maturity Date	Call Date	Call Price
Subtotal				9,621,598.78		9,621,598.78				
Brokered CD										
9450	15170	1	First Bank of Ohio	227,000.00	100.0000000	227,000.00	5.000	05/28/2026		
34966	15187	1	1st Capital Bank	232,750.00	100.0000000	232,750.00	4.987	12/10/2025		
32026U2W5	14936	1	First Fndtn Bk	240,000.00	100.0000000	240,000.00	5.050	10/29/2027		
32114VCL9	14900	1	FIRST NATL BK OF MI KALAMAZOO	240,000.00	100.0000000	240,000.00	4.500	09/15/2028		
320110YF93	14912	1	FIRST NATL BK AMER EAST LANS	240,000.00	100.0000000	240,000.00	4.500	09/28/2027		
020080CB1	13831	1	Alma Bank	245,000.00	100.0000000	245,000.00	0.450	12/23/2025		
02357PAG4	15066	1	Amerasis Bk Flushing NY	245,000.00	100.0000000	245,000.00	4.000	02/15/2029		
021519ACK1	15065	1	American Coml Bk & Tr	245,000.00	99.7460000	244,489.08	3.900	02/09/2029		
XXXXXXABM3A	14077	1	American Express Bank	245,000.00	100.0000000	245,000.00	1.800	03/03/2025		
061785FL0	14913	1	BANK DEERFIELD WIS	240,000.00	100.0000000	240,000.00	4.850	09/25/2026		
062119BU5	14744	1	BANK FIVE NINE OCONOMOWIC WIS	245,000.00	100.0000000	245,000.00	4.400	05/12/2027		
3178	15220	1	BANK OF HOUSTON	227,900.00	100.0000000	227,900.00	4.297	10/05/2026		
06251A2Q2	13835	1	Bank Hapoalim BM	245,000.00	100.0000000	245,000.00	0.500	12/15/2025		
05600XQB9	14751	1	BMO Harris Bank	245,000.00	100.0000000	245,000.00	4.600	05/08/2026		
05580A3F9	14897	1	BMW Bank of N. America	240,000.00	100.0000000	240,000.00	4.700	09/15/2027		
05584CJR8*	14885	1	BNY MELLON	240,000.00	100.0000000	240,000.00	4.900	09/28/2026		
06051V7Z23	15062	1	Bank of America	240,000.00	99.7000000	239,495.93	4.850	02/08/2027		
108622PA3	14905	1	BRIDGEWATER BK BLOOMINGTON	240,000.00	100.0000000	240,000.00	5.450	09/14/2028		
098079BD7	15021	1	BUSINESS FIRST	248,000.00	100.1294153	248,105.04	4.600	06/30/2025		
15118RH91	14904	1	Celtic Bank	240,000.00	100.0000000	240,000.00	4.850	09/21/2026		
12547CBF4	14749	1	CIBC BK USA	245,000.00	100.0000000	245,000.00	4.450	05/14/2027		
33306	15221	1	CIBC BK USA	227,800.00	100.0000000	227,800.00	4.321	10/05/2026		
17312Q4W6	15189	1	Citibank NA	237,000.00	100.1873460	237,212.88	5.350	06/25/2025		
501798UY6	14881	1	LCA BK CORP PK CITY UTAH	240,000.00	100.0000000	240,000.00	4.750	03/18/2027		
19674	15222	1	THE CITIZENS BANK OF WESTON	227,150.00	100.0000000	227,150.00	4.600	08/28/2026		
30246AGQ5	14892	1	F&M CLARKSVILLE TENN	240,000.00	100.0000000	240,000.00	4.850	09/29/2027		
20056QVK6	14932	1	Commerce Bank	240,000.00	100.0000000	240,000.00	5.000	10/29/2027		
14445	15186	1	Community National	232,900.00	100.0000000	232,900.00	4.938	12/10/2025		
6271	15188	1	Community National	233,000.00	100.0000000	233,000.00	4.906	12/10/2025		
202291AM2	14898	1	COMMERCIAL SVGS BK CARROLL	240,000.00	100.0000000	240,000.00	4.850	09/22/2026		
PFM5496	15193	1	CORNERSTONE BANK, NEBRASKA,	227,000.00	100.0000000	227,000.00	5.050	06/05/2026		
23204HPE2	14931	1	Customers Bank	240,000.00	100.0000000	240,000.00	4.950	10/27/2028		
32022RVV6*	14888	1	1ST FINL BK USA DAKOTA DUNES	240,000.00	100.0000000	240,000.00	5.100	03/27/2026		
2546734U7	14750	1	Discover Bank	245,000.00	100.0000000	245,000.00	4.450	05/10/2027		
14769	15095	1	Dmb Community Bank, De Forest,	227,000.00	100.0000000	227,000.00	4.980	02/26/2026		
26518EAN9	14019	1	DUNDEE BANK NEBRASKA	245,000.00	100.0000000	245,000.00	0.550	10/29/2025		

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Investment Pool #1
Investments by All Types
December 31, 2024

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CUSIP	Investment #	Pool	Issuer	Par Value	Purchase Price	Book Value	Current Rate	Maturity Date	Call Date	Call Price
Brokered CD										
27631PCQ5	14907	1	EASTERN COLO BK CHEY WELLS	240,000.00	100.0000000	240,000.00	5.300	09/20/2028		
31840	15195	1	FINANCIAL FEDERAL SAVINGS BANK	139,000.00	100.0000000	139,000.00	4.900	06/05/2026		
31840-1	15219	1	FINANCIAL FEDERAL SAVINGS BANK	225,350.00	100.0000000	225,350.00	4.850	10/05/2026		
32065RAN5	14903	1	FIRST KEYSTONE CMNTY BK	240,000.00	100.0000000	240,000.00	5.500	09/21/2028		
3330	15191	1	FIRST NATIONAL BANK MCGREGOR	226,000.00	100.0000000	226,000.00	5.100	06/05/2026		
83439JAK1*	14882	1	SOLUTIONS BK FORRESTON ILL	240,000.00	100.0000000	240,000.00	5.300	09/22/2028		
57922	15190	1	Harmony Bank	227,000.00	100.0000000	227,000.00	4.980	06/05/2026		
41939HCV2*	14894	1	HAVEN SVGS BK HOBOKEN NJ	240,000.00	100.0000000	240,000.00	5.000	10/06/2026		
42237HAH2	14018	1	Heartland Bank	245,000.00	100.0000000	245,000.00	0.850	10/29/2026		
XXXXXX8AN8	14022	1	IDABEL NATIONAL BANK	245,000.00	100.0000000	245,000.00	0.850	10/26/2026		
XXXXXX0PAZ8	14035	1	INSTITUTION FOR SAVINGS	245,000.00	100.0000000	245,000.00	1.000	10/28/2026		
1370166	15336	1	IPRIME PMA	1,000,000.00	100.0000000	1,000,000.00	4.310	10/17/2025		
XXXXXXPKR5	14007	1	Jonesboro	245,000.00	100.0000000	245,000.00	0.550	10/20/2025		
XXXXXXWBX2	14026	1	JP Morgan Chase	245,000.00	100.0000000	245,000.00	1.050	10/29/2026		
16471	15192	1	KENDALL BANK, OVERLAND PARK,KS	227,000.00	100.0000000	227,000.00	5.000	06/05/2026		
85508VAM1*	14890	1	STAR BK MAPLE LAKE MINN	240,000.00	100.0000000	240,000.00	4.700	09/29/2027		
XXXXXX6SPO	14006	1	LIVE OAK BANK	245,000.00	100.0000000	245,000.00	0.700	10/17/2025		
56035JBB4	14934	1	Mainstreet Community Bank	240,000.00	100.0000000	240,000.00	5.000	11/01/2027		
56065GBP2	15099	1	Mainstreet Community Bank	240,000.00	100.0000000	240,000.00	5.100	03/15/2029		
XXXXXXABH8	14016	1	MALAGA BANK	245,000.00	100.0000000	245,000.00	0.800	10/29/2026		
XXXXXXDLWA	14023	1	Medallion Bank	245,000.00	100.0000000	245,000.00	1.000	10/28/2026		
15873	15194	1	MILLEDGEVILLE STATE BANK,IL	227,000.00	100.0000000	227,000.00	4.950	06/05/2026		
60425SKC2	14746	1	Minnwest Bank	245,000.00	100.0000000	245,000.00	4.400	11/09/2026		
61768ETD5	14748	1	MORGAN STANLEY	245,000.00	100.0000000	245,000.00	4.600	05/10/2027		
6190U5T3	14747	1	MORGAN STAN	245,000.00	100.0000000	245,000.00	4.600	05/10/2027		
46091MAM6*	14889	1	INVESTAR BANK NATIONAL ASSN	240,000.00	100.0000000	240,000.00	5.050	03/30/2026		
XXXXXXKAY7A	14076	1	NELNET BK DRAPER UTAH	245,000.00	100.0000000	245,000.00	1.750	03/02/2026		
XXXXXXTAG8A	14079	1	OCEANFIRST BANK	245,000.00	100.0000000	245,000.00	1.650	03/10/2025		
677721DF6	14937	1	OHIO VALLEY BK	240,000.00	100.0000000	240,000.00	5.100	11/03/2026		
08424QDT1*	14887	1	BANK OF MO PERRYVILLE	240,000.00	100.0000000	240,000.00	4.800	09/28/2027		
XXXXXXFBG3	14010	1	POPPY BANK	245,000.00	100.0000000	245,000.00	0.650	04/22/2026		
73317ACL4	14896	1	POPULAR BK NEW YORK BRH	240,000.00	100.0000000	240,000.00	4.950	09/17/2026		
75946AAT3	15063	1	Reliance Bank	245,000.00	100.0000000	245,000.00	4.850	02/07/2029		
795451BG7	14074	1	Sallie Mae Bank	245,000.00	100.0000000	245,000.00	1.884	02/24/2025		
84223QAU1*	14893	1	SOUTHERN BANKCORP BK ARK	240,000.00	100.0000000	240,000.00	4.900	10/05/2026		
XXXXXX3U87	14008	1	State Bank of India	245,000.00	100.0000000	245,000.00	1.100	10/19/2026		
8562853E9	14895	1	State Bank of India	240,000.00	100.0000000	240,000.00	4.900	09/15/2026		
88241TJN1A	13837	1	Texas Exchange Bank	245,000.00	100.0000000	245,000.00	0.600	11/25/2025		

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Investment Pool #1
Investments by All Types
December 31, 2024

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CUSIP	Investment #	Pool	Issuer	Par Value	Purchase Price	Book Value	Current Rate	Maturity Date	Call Date	Call Price
Brokered CD										
35518	15218	1	THE FEDERAL SAVINGS BANK	226,700.00	100.0000000	226,700.00	4.448	10/05/2026		
XXXMLY5	14025	1	Toyota Financial Savings	245,000.00	100.0000000	245,000.00	1.050	10/28/2026		
57825	15217	1	TRUXTON TRUST COMPANY	226,300.00	100.0000000	226,300.00	4.532	10/05/2026		
XXXXXXJU99	14009	1	UBS BK USA	245,000.00	100.0000000	245,000.00	1.000	10/20/2026		
90954LAQ3	14752	1	UNITED BANK IOWA IDA GROVE	245,000.00	100.0000000	245,000.00	4.600	11/17/2025		
91527PBX4	14745	1	UNIVEST NATL BK TR SOUDERTON	245,000.00	100.0000000	245,000.00	4.450	05/12/2027		
949764HD9	14933	1	Wells Fargo Bank	240,000.00	100.0000000	240,000.00	5.050	11/01/2027		
949764KD5	15014	1	Wells Fargo Bank	248,000.00	100.1878347	248,230.06	4.600	12/29/2025		
1370560	15337	1	WESTERN ALLIANCE	1,000,000.00	100.0000000	1,000,000.00	4.201	10/31/2025		
Subtotal				21,319,850.00		21,319,382.99				
Federal Agency Coupon Securities										
3135G05X7	13899	1	Fannie Mae	1,400,000.00	98.7179093	1,397,298.95	0.375	08/25/2025		
3133EMHGOA	13828	1	Federal Farm Credit Bank	3,500,000.00	100.0000000	3,500,000.00	0.500	06/02/2025		
3133EMSC7	13872	1	Federal Farm Credit Bank	6,500,000.00	100.0000000	6,500,000.00	0.480	03/03/2025		
3133ENRG7	14104	1	Federal Farm Credit Bank	3,500,000.00	100.0000000	3,500,000.00	2.220	03/10/2026		
3133EREB3	15185	1	Federal Farm Credit Bank	12,000,000.00	100.2850500	12,029,705.86	4.500	05/09/2028		
3133ERE98	15358	1	Federal Farm Credit Bank	1,500,000.00	100.0000000	1,500,000.00	5.110	11/27/2029	02/27/2025	100.0000000
3133ERF22	15364	1	Federal Farm Credit Bank	15,000.00	99.8900000	14,983.58	5.870	11/29/2039	05/29/2025	100.0000000
3133ERKZ3	15373	1	Federal Farm Credit Bank	40,000.00	99.9700000	39,988.01	5.990	07/18/2039	07/18/2025	100.0000000
3133ERM32	15392	1	Federal Farm Credit Bank	100,000.00	99.5700000	99,570.88	5.850	12/19/2039	03/19/2025	100.0000000
3133ERFR7	15448	1	Federal Farm Credit Bank	25,000.00	100.0680000	25,016.97	6.080	06/03/2039	06/03/2025	100.0000000
3133ERM32	15468	1	Federal Farm Credit Bank	100,000.00	99.4700000	99,470.69	5.850	12/19/2039	03/19/2025	100.0000000
3133ERM32	15469	1	Federal Farm Credit Bank	100,000.00	99.5700000	99,570.56	5.850	12/19/2039	03/19/2025	100.0000000
3133ERJY8	15470	1	Federal Farm Credit Bank	100,000.00	100.0200000	100,019.97	5.990	07/01/2039	07/01/2025	100.0000000
3133ERKZ3	15471	1	Federal Farm Credit Bank	100,000.00	99.9700000	99,970.04	5.990	07/18/2039	07/18/2025	100.0000000
3133ERKZ3	15504	1	Federal Farm Credit Bank	70,000.00	99.9700000	69,979.02	5.990	07/18/2039	07/18/2025	100.0000000
XXXXXXNJT8	13978	1	Federal Home Loan Bank	2,600,000.00	100.0000000	2,600,000.00	0.900	08/26/2026		
3130ASUC1	14235	1	Federal Home Loan Bank	200,000.00	100.0000000	200,000.00	4.050	08/10/2027		
3130ASWE5-GC	14316	1	Federal Home Loan Bank	250,000.00	100.0000000	250,004.14	4.250	08/25/2026		
3130AT3D7	14479	1	Federal Home Loan Bank	150,000.00	98.1500000	148,473.46	4.500	09/16/2027	03/16/2025	100.0000000
GC3130AT3D7	14490	1	Federal Home Loan Bank	150,000.00	98.1500000	148,473.46	4.500	09/16/2027		
3130B0Y29	15133	1	Federal Home Loan Bank	200,000.00	100.0000000	200,000.00	6.000	04/25/2034		
3130B2LK9	15282	1	Federal Home Loan Bank	40,000.00	100.0000000	40,000.00	5.600	09/12/2039	09/12/2025	100.0000000
3130B2N92	15283	1	Federal Home Loan Bank	200,000.00	100.0000000	200,000.00	5.550	09/12/2039	03/12/2025	100.0000000
3130B2UT0	15338	1	Federal Home Loan Bank	1,000,000.00	100.0000000	1,000,000.00	4.300	09/26/2029	09/26/2025	100.0000000
3130B2UT0	15339	1	Federal Home Loan Bank	5,650,000.00	99.7001100	5,633,632.21	4.300	09/26/2029	09/26/2025	100.0000000

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Investment Pool #1
Investments by All Types
December 31, 2024

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CUSIP	Investment #	Pool	Issuer	Par Value	Purchase Price	Book Value	Current Rate	Maturity Date	Call Date	Call Price
Federal Agency Coupon Securities										
3130B4ET4	15541	1	Federal Home Loan Bank	200,000.00	100.0000000	200,000.00	5.000	12/30/2033	12/30/2027	100.0000000
3134GXF66	14318	1	Federal Home Loan Mtg Corp	250,000.00	100.0570000	250,029.65	4.000	08/01/2025		
3135GAUX7	15296	1	Federal National Mtg Assn	6,750,000.00	99.8000889	6,737,288.26	4.000	09/11/2029	09/11/2025	100.0000000
3135GAUZ2	15340	1	Federal National Mtg Assn	1,350,000.00	99.7754400	1,347,072.68	4.500	09/06/2029	06/06/2025	100.0000000
3134GWYZ3B	13805	1	FREDDIE MAC	3,000,000.00	100.0000000	3,000,000.00	0.530	10/28/2025		
313GXF66	14296	1	FREDDIE MAC	250,000.00	100.0610000	250,031.60	4.000	08/01/2025		
3134GYPF3	14728	1	FREDDIE MAC	1,300,000.00	100.0000000	1,300,000.00	4.750	07/12/2027		
3134HABJ1	15214	1	FREDDIE MAC	3,500,000.00	99.8501714	3,495,195.91	5.000	07/30/2029		
91282CDY4	14762	1	US TREASURY	5,000.00	86.9835000	4,470.01	1.875	02/15/2032		
91282CDY4-GC	14764	1	US TREASURY	25,000.00	85.6710000	22,076.43	1.875	02/15/2032		
91282CDY4	14776	1	US TREASURY	8,000.00	85.8563750	7,072.78	1.875	02/15/2032		
91282CDY4	14777	1	US TREASURY	5,000.00	85.7398000	4,412.93	1.875	02/15/2032		
91282CDY4	14778	1	US TREASURY	12,000.00	85.6510000	10,579.12	1.875	02/15/2032		
91282CDY4	15436	1	US TREASURY	25,000.00	84.1290000	21,050.47	1.875	02/15/2032		
Subtotal				56,170,000.00		56,145,437.64				

Treasury Coupon Securities

91282CHC8	14822	1	Commerce Bank	8,000.00	94.6443000	7,633.64	3.375	05/15/2033		
91282CHC8	14825	1	Commerce Bank	10,000.00	94.2906500	9,511.68	3.375	05/15/2033		
91282CHC8	14861	1	Commerce Bank	10,000.00	91.4851000	9,261.38	3.375	05/15/2033		
91282CHC8	14862	1	Commerce Bank	90,000.00	91.2280000	83,143.93	3.375	05/15/2033		
91282CHC8	14921	1	Commerce Bank	20,000.00	89.7969000	18,223.83	3.375	05/15/2033		
91282CJE2	14950	1	Commerce Bank	250,000.00	100.1562500	250,163.71	5.000	10/31/2025		
91282CHC8	15059	1	Commerce Bank	12,000.00	94.4843900	11,405.97	3.375	05/15/2033		
91282CLB5	15258	1	Commerce Bank	250,000.00	100.6640000	251,331.70	4.375	07/31/2026		
912826ZT0	14998	1	United States Treasury Note	530,000.00	94.1796868	521,219.83	0.250	05/31/2025		
912826ZT0	15013	1	United States Treasury Note	265,000.00	94.1757811	260,598.62	0.250	05/31/2025		
912810TT5	14923	1	U.S. Treasury	10,000.00	86.3789000	8,692.91	4.125	08/15/2053		
912810TT5	14924	1	U.S. Treasury	10,000.00	86.2539000	8,680.91	4.125	08/15/2053		
912810TT5	14925	1	U.S. Treasury	10,000.00	86.0710000	8,663.24	4.125	08/15/2053		
912810TT5	14926	1	U.S. Treasury	10,000.00	85.1960000	8,579.27	4.125	08/15/2053		
912810TT5	14927	1	U.S. Treasury	10,000.00	84.9617000	8,556.78	4.125	08/15/2053		
912810TT5	15093	1	U.S. Treasury	5,000.00	94.4504000	4,730.66	4.125	08/15/2053		
912810TT5	15132	1	U.S. Treasury	5,000.00	91.1560000	4,568.69	4.125	08/15/2053		
912810TT5	15155	1	U.S. Treasury	5,000.00	90.6078000	4,539.90	4.125	08/15/2053		
912810TT5	15353	1	U.S. Treasury	8,000.00	91.6810000	7,337.27	4.125	08/15/2053		
912810TT5	15355	1	U.S. Treasury	3,000.00	91.7166667	2,752.45	4.125	08/15/2053		

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Treasury Coupon Securities										
912810UE6	15443	1	U.S. Treasury	50,000.00	96.4870000	48,245.43	4.500	11/15/2054		
912810UE6	15463	1	U.S. Treasury	25,000.00	96.5468800	24,137.43	4.500	11/15/2054		
912810UE6	15520	1	U.S. Treasury	25,000.00	95.1406400	23,785.83	4.500	11/15/2054		
9128CEV9-IG	14327	1	US TREASURY	25,000.00	102.6710000	25,434.32	3.250	06/30/2029		
IG-912828Y95	14353	1	US TREASURY	7,000.00	96.3352000	6,898.65	1.875	07/31/2026		
IG-9128284V9	14354	1	US TREASURY	25,000.00	100.0061200	25,000.92	2.875	08/15/2028		
IG912828Y95	14370	1	US TREASURY	5,000.00	91.3935600	4,820.65	1.875	07/31/2026		
IG-91282CFB2	14371	1	US TREASURY	14,000.00	93.4582400	13,506.69	2.750	07/31/2027		
IG-9128284V9A	14372	1	US TREASURY	25,000.00	92.9434000	23,902.98	2.875	08/15/2028		
IG-912828Y95B	14384	1	US TREASURY	50,000.00	91.1146600	48,145.67	1.875	07/31/2026		
IG9128284V9	14386	1	US TREASURY	50,000.00	92.4948600	47,666.56	2.875	08/15/2028		
IG-9128284V9B	14387	1	US TREASURY	50,000.00	92.3350000	47,614.52	2.875	08/15/2028		
IG9182CEV9	14388	1	US TREASURY	50,000.00	94.0254000	47,995.03	3.250	06/30/2029		
IG-912828Y95A	14404	1	US TREASURY	25,000.00	90.9015600	24,047.64	1.875	07/31/2026		
IG-91282CFB2A	14405	1	US TREASURY	25,000.00	92.6470000	24,006.55	2.750	07/31/2027		
IG-91282CEV9A	14406	1	US TREASURY	25,000.00	93.7337200	23,947.17	3.250	06/30/2029		
IG-91282CEV9B	14407	1	US TREASURY	25,000.00	93.3590000	23,885.24	3.250	06/30/2029		
IG-912828Y95B	14431	1	US TREASURY	25,000.00	91.3644800	24,100.21	1.875	07/31/2026		
IG91282CFB2A	14432	1	US TREASURY	75,000.00	93.4910000	72,364.82	2.750	07/31/2027		
IG9128284V9	14433	1	US TREASURY	50,000.00	92.8265600	47,770.74	2.875	08/15/2028		
IG-91282CEV9	14434	1	US TREASURY	50,000.00	94.4210000	48,128.55	3.250	06/30/2029		
IG 91282CEY3C	14435	1	US TREASURY	16,000.00	96.2473400	15,881.86	3.000	07/15/2025		
9128CDY4	14714	1	US TREASURY	20,000.00	87.7715000	18,021.38	1.875	02/15/2032		
91282CEHO	14718	1	US TREASURY	250,000.00	97.3242200	249,053.47	2.625	04/15/2025		
91282CGGO	14721	1	US TREASURY	250,000.00	100.0000000	250,000.00	4.125	01/31/2025		
91282CHN4	14838	1	US TREASURY	250,000.00	99.6406520	249,739.62	4.750	07/31/2025		
912828Y95	15108	1	US TREASURY	12,000.00	93.9921667	11,517.39	1.875	07/31/2026		
91282CJV4*	15126	1	US TREASURY	250,000.00	98.6562520	247,933.10	4.250	01/31/2026		
91282CKK6*	15127	1	US TREASURY	250,000.00	99.7773440	249,630.94	4.875	04/30/2026		
91282CLX7	15437	1	US TREASURY	35,000.00	99.4375000	34,805.36	4.125	11/15/2027		
91282CLX7	15438	1	US TREASURY	25,000.00	99.4218800	24,857.11	4.125	11/15/2027		
91282CMA6	15439	1	US TREASURY	50,000.00	98.8125000	49,410.20	4.125	11/30/2029		
91282CLZ2	15440	1	US TREASURY	50,000.00	97.7497200	48,880.18	4.125	11/30/2031		
91282CLY5	15441	1	US TREASURY	50,000.00	99.8858200	49,943.87	4.250	11/30/2026		
91282CLW9	15442	1	US TREASURY	50,000.00	97.5859400	48,796.97	4.250	11/15/2034		
91282CLW9	15462	1	US TREASURY	25,000.00	97.9062400	24,477.86	4.250	11/15/2034		
91282CLY5	15498	1	US TREASURY	250,000.00	99.9495000	249,875.36	4.250	11/30/2026		
91282CLX7	15516	1	US TREASURY	25,000.00	99.3041600	24,827.03	4.125	11/15/2027		

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Treasury Coupon Securities										
91282CMA6	15517	1	US TREASURY	25,000.00	98.5240800	24,632.25	4.125	11/30/2029		
91282CLZ2	15518	1	US TREASURY	25,000.00	97.5153600	24,380.31	4.125	11/30/2031		
91282CLW9	15519	1	US TREASURY	25,000.00	97.1250000	24,282.44	4.250	11/15/2034		
Subtotal				4,155,000.00		4,085,948.67				
CORPORATE NOTE										
90131HBC8	15366	1	21ST CENTURY FO	10,000.00	108.5350000	10,838.62	7.625	11/30/2028		
00507VAK5	14944	1	Activision Blizza	25,000.00	94.1000000	24,098.86	3.400	09/15/2026		
001055BK7	15120	1	AFLAC Inc	100,000.00	92.2730000	95,160.87	1.125	03/15/2026		
009158BB1	15206	1	AIR PRODUCTS & CHEMICALS	100,000.00	95.2790000	97,104.18	1.500	10/15/2025		
02209SBH5	15308	1	ALTRIA GROUP, INC	75,000.00	98.6286100	74,396.40	2.350	05/06/2025		
02209SBH5	15322	1	ALTRIA GROUP, INC	75,000.00	98.6286000	74,396.39	2.350	05/06/2025		
025816CQ0	15370	1	American Express Centurion Ban	9,000.00	99.5590000	8,969.13	2.250	03/04/2025	02/01/2025	100.0000000
025816CQ0	15374	1	American Express Centurion Ban	10,000.00	99.6490000	9,967.00	2.250	03/04/2025	02/01/2025	100.0000000
025816CQ0	15380	1	American Express Centurion Ban	14,000.00	99.5590000	13,951.98	2.250	03/04/2025	02/01/2025	100.0000000
025816CQ0	15521	1	American Express Centurion Ban	97,000.00	99.6490000	96,679.86	2.250	03/04/2025	02/01/2025	100.0000000
SYS14309	14309	1	AMERICAN EXPRES	100,000.00	100.0230000	100,004.50	3.950	08/01/2025		
IG025816CY3	14377	1	AMERICAN EXPRES	50,000.00	96.3010000	49,611.61	3.950	08/01/2025		
032095AK7	15302	1	AMPHENOL CORP	60,000.00	98.8690000	59,726.74	2.050	03/01/2025		
IG-025816CY3	14412	1	AMERICAN EXPRESS CO.	100,000.00	96.5720000	99,280.84	3.950	08/01/2025		
025816CY3A	14413	1	AMERICAN EXPRESS CO.	100,000.00	96.4860000	99,262.80	3.950	08/01/2025		
025816CY3	14461	1	AMERICAN EXPRESS CO.	45,000.00	96.5790000	44,677.04	3.950	08/01/2025		
025816CY3A	14463	1	AMERICAN EXPRESS CO.	100,000.00	96.5010000	99,265.94	3.950	08/01/2025		
03522AAG5	15253	1	ANHEUSER-BUSCH CO/INBEV	100,000.00	99.0360000	99,269.98	3.650	02/01/2026		
037833ES5	15254	1	APPLE INC	100,000.00	99.9960000	99,996.83	4.421	05/08/2026		
05464HAC4	15375	1	AXIS SPECIALTY FIN	10,000.00	97.2856000	9,729.59	4.000	12/06/2027		
05464HAC4	15382	1	AXIS SPECIALTY FIN	200,000.00	97.3460000	194,746.77	4.000	12/06/2027		
06051GFS3A	13913	1	Bank of America	100,000.00	111.2270000	101,519.12	3.875	08/01/2025		
06051GFS3C	14973	1	Bank of America	100,000.00	97.8750000	99,256.25	3.875	08/01/2025		
06051GFX2	15256	1	Bank of America	100,000.00	98.0870000	98,848.91	3.500	08/01/2025		
06051GGC7	15260	1	Bank of America	125,000.00	98.1000000	122,912.88	4.183	11/25/2027		
06055JFT1	15285	1	Bank of America	15,000.00	99.8400000	14,981.27	4.900	02/27/2026		
06051GGC7	15319	1	Bank of America	10,000.00	98.3770000	9,846.80	4.183	11/25/2027		
06051GGC7	15332	1	Bank of America	27,000.00	98.3770000	26,586.36	4.183	11/25/2027		
06051GGC7	15345	1	Bank of America	12,000.00	98.2230000	11,797.80	4.183	11/25/2027		
06051GGC7	15350	1	Bank of America	5,000.00	98.2870000	4,917.96	4.183	11/25/2027		
06051GGC7	15352	1	Bank of America	5,000.00	98.2230000	4,915.75	4.183	11/25/2027		

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CORPORATE NOTE										
06055JDG1	15383	1	Bank of America	50,000.00	100.0090000	50,004.44	5.250	02/08/2027		
XXXXXXFBE2	14441	1	BB&T Corp	100,000.00	96.7800000	99,480.21	3.700	06/05/2025		
GC20453KAA3	14446	1	BBVA USA	250,000.00	96.3240000	248,978.89	3.875	04/10/2025		
20453KAA3A	14614	1	BBVA USA	250,000.00	99.9500000	249,988.21	3.875	04/10/2025		
055450AH3	15255	1	BHP BILLITON FINANCE	100,000.00	102.7060000	102,073.94	6.420	03/01/2026		
06368LC53	15121	1	Bank of Montreal	100,000.00	99.7400000	99,810.22	5.266	12/11/2026		
06368LWT9	15207	1	Bank of Montreal	100,000.00	100.4660000	100,277.71	5.920	09/25/2025		
06374V3A2	15466	1	Bank of Montreal	10,000.00	99.5351000	9,954.82	4.350	09/02/2025		
06051GFU8	14858	1	Bank of America	65,000.00	96.8890000	64,034.68	4.450	03/03/2026		
06051GFU8	14941	1	Bank of America	10,000.00	96.3750000	9,817.23	4.450	03/03/2026		
06051GFU8	14945	1	Bank of America	10,000.00	96.3580000	9,816.38	4.450	03/03/2026		
06051GFU8	14961	1	Bank of America	18,000.00	97.8890000	17,801.30	4.450	03/03/2026		
06051GFU8	14965	1	Bank of America	14,000.00	97.8890000	13,845.45	4.450	03/03/2026		
06051GFU8	15046	1	Bank of America	16,000.00	98.7880000	15,894.81	4.450	03/03/2026		
06051GFU8	15107	1	Bank of America	39,000.00	98.7000000	38,697.81	4.450	03/03/2026		
06051GFU8	15114	1	Bank of America	7,000.00	98.7000000	6,945.76	4.450	03/03/2026		
06051GFU8	15128	1	Bank of America	25,000.00	98.6110000	24,787.62	4.450	03/03/2026		
06051GFU8	15130	1	Bank of America	17,000.00	98.7080000	16,864.69	4.450	03/03/2026		
06051GFU8	15131	1	Bank of America	20,000.00	98.6956500	19,839.29	4.450	03/03/2026		
06051GFU8	15140	1	Bank of America	10,000.00	98.2260000	9,889.58	4.450	03/03/2026		
06051GFU8	15152	1	Bank of America	15,000.00	98.4490000	14,846.84	4.450	03/03/2026		
06051GFU8	15159	1	Bank of America	39,000.00	98.3150000	38,563.28	4.450	03/03/2026		
06051GFU8	15160	1	Bank of America	20,000.00	98.2760000	19,770.86	4.450	03/03/2026		
06051GFU8	15215	1	Bank of America	21,000.00	99.0380000	20,851.22	4.450	03/03/2026		
06051GFU8	15259	1	Bank of America	45,000.00	99.4000000	44,799.05	4.450	03/03/2026		
06051GFU8	15263	1	Bank of America	59,000.00	99.4000000	58,736.53	4.450	03/03/2026		
09778PAD7	15085	1	Bon Secours Merc	10,000.00	94.7440000	9,828.61	1.350	06/01/2025		
10373QBE9	14916	1	BP CAP MARKETS AMERICA	100,000.00	95.8650000	98,096.66	3.410	02/11/2026	12/11/2025	100.0000000
112585AH7	14139	1	BROOKFIELD ASSET MAN	100,000.00	99.9760000	99,999.62	4.000	01/15/2025		
112585AH7A	14236	1	BROOKFIELD ASSET MAN	50,000.00	99.9220000	49,999.38	4.000	01/15/2025		
112585AH7B	14254	1	BROOKFIELD ASSET MAN	50,000.00	99.8000000	49,998.40	4.000	01/15/2025		
112585AH7C	14259	1	BROOKFIELD ASSET MAN	100,000.00	99.9910000	99,999.86	4.000	01/15/2025		
112585AH7D	14273	1	BROOKFIELD ASSET MAN	50,000.00	99.8600000	49,998.90	4.000	01/15/2025		
IG-112585AH7	14362	1	BROOKFIELD ASSET MAN	100,000.00	97.3000000	99,953.10	4.000	01/15/2025		
GC112585AH7	14442	1	BROOKFIELD ASSET MAN	40,000.00	97.0620000	39,979.54	4.000	01/15/2025		
112585AH7E	14467	1	BROOKFIELD ASSET MAN	10,000.00	97.2900000	9,995.29	4.000	01/15/2025		
112585AH7	14851	1	BROOKFIELD ASSET MAN	8,000.00	97.3830000	7,993.91	4.000	01/15/2025		
122014AJ2	15241	1	BURLINGTON RESO	15,000.00	102.6530000	15,300.51	6.875	02/15/2026		

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CORPORATE NOTE										
13605WYZ8	15376	1	CANADIAN IMPERIAL	15,000.00	95.6000000	14,346.08	1.800	06/29/2026		
14020AEK6	15106	1	Capital Impact	100,000.00	100.0000000	100,000.00	6.000	03/15/2025		
14020AEK6	15113	1	Capital Impact	100,000.00	100.0000000	100,000.00	6.000	03/15/2025		
14020AET7	15540	1	Capital Impact	25,000.00	100.1000000	25,024.95	5.500	07/15/2027		
14913UAS9	15494	1	CATERPILLAR FINANCIAL SE	50,000.00	100.0870000	50,043.17	4.600	11/15/2027		
XXXXXX3AX3	14123	1	CHARLES SCHWAB CORP	100,000.00	101.2310000	100,162.43	3.850	05/21/2025		
808513AX3	14692	1	CHARLES SCHWAB CORP	33,000.00	96.3140000	32,779.41	3.850	05/21/2025		
808513AX3	14696	1	CHARLES SCHWAB CORP	33,000.00	96.3180000	32,779.65	3.850	05/21/2025		
808513AX3	14709	1	CHARLES SCHWAB CORP	10,000.00	96.7480000	9,940.02	3.850	05/21/2025		
808513AX3	14712	1	CHARLES SCHWAB CORP	15,000.00	96.7440000	14,909.91	3.850	05/21/2025		
808513AX3	14771	1	CHARLES SCHWAB CORP	25,000.00	97.2530000	24,867.02	3.850	05/21/2025		
808513AX3	14772	1	CHARLES SCHWAB CORP	30,000.00	96.7400000	29,807.43	3.850	05/21/2025		
808513AX3	14779	1	CHARLES SCHWAB CORP	52,000.00	96.5660000	51,633.44	3.850	05/21/2025		
808513AX3	14780	1	CHARLES SCHWAB CORP	9,000.00	96.7731000	8,942.08	3.850	05/21/2025		
808513AX3	14781	1	CHARLES SCHWAB CORP	13,000.00	96.4760000	12,907.05	3.850	05/21/2025		
808513AX3	14784	1	CHARLES SCHWAB CORP	39,000.00	96.4990000	38,719.71	3.850	05/21/2025		
808513BF1	15103	1	CHARLES SCHWAB CORP	100,000.00	91.9830000	95,231.94	0.900	03/11/2026		
808513BF1	15125	1	CHARLES SCHWAB CORP	100,000.00	92.0700000	94,918.18	0.900	03/11/2026		
GC-17330FVU2	14150	1	CITIGROUP INC.	15,000.00	99.7000000	14,993.51	4.050	05/27/2025		
172967KG5	14859	1	CITIGROUP INC.	100,000.00	95.5680000	98,026.08	3.700	01/12/2026		
172967KY6	15161	1	CITIGROUP INC.	25,000.00	95.0810000	24,073.77	3.200	10/21/2026	07/21/2026	100.0000000
17298CKV9	15275	1	CITIGROUP INC.	20,000.00	96.0010000	19,384.63	1.000	12/08/2025	03/08/2025	100.0000000
17290AGH7	15377	1	CITIGROUP INC.	25,000.00	99.9830000	24,995.75	5.000	06/30/2027	12/31/2024	100.0000000
17290AGH7	15378	1	CITIGROUP INC.	25,000.00	99.9810000	24,995.29	5.000	06/30/2027	12/31/2024	100.0000000
NBL4	14982	1	COMCAST CORP	100,000.00	97.8360000	99,780.61	3.375	02/15/2025		
200339DX4	14277	1	Comerica Bank	250,000.00	99.0700000	249,556.12	4.000	07/27/2025		
IG-200339DX4	14418	1	Comerica Bank	250,000.00	95.3330000	247,589.26	4.000	07/27/2025		
GC-20396EAA0	14151	1	COMMUNITY HEALTH NET	10,000.00	101.0690000	10,013.00	4.237	05/01/2025		
IG-20369EAA01	14255	1	COMMUNITY HEALTH NET	30,000.00	101.4880000	30,054.49	4.237	05/01/2025		
278265AE3	15495	1	EATON VANCE CORP	50,000.00	97.3090000	48,667.58	3.500	04/06/2027		
29379VBH5	15208	1	Enterprise Bank	100,000.00	97.4880000	98,259.27	3.700	02/15/2026	11/15/2025	100.0000000
29379VCE1	15122	1	Enterprise Products Operating	100,000.00	98.4440000	98,830.20	4.600	01/11/2027		
26875PAP6	15295	1	EOG RESOURCES INCORPORATED	100,000.00	100.0660000	100,050.89	4.150	01/15/2026		
30219GAN8	15157	1	Evernorth Health	10,000.00	95.0850000	9,616.25	3.400	03/01/2027		
30219GAN8	15175	1	Evernorth Health	30,000.00	94.9290000	28,772.89	3.400	03/01/2027		
30219GAN8	15176	1	Evernorth Health	20,000.00	95.0320000	19,196.88	3.400	03/01/2027		
30219GAN8	15178	1	Evernorth Health	20,000.00	95.3630000	19,260.36	3.400	03/01/2027		
30219GAN8	15200	1	Evernorth Health	20,000.00	95.7330000	19,289.59	3.400	03/01/2027		

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CORPORATE NOTE										
30219GAN8	15203	1	Evernorth Health	14,000.00	95.7350000	13,502.95	3.400	03/01/2027		
30219GAN8	15270	1	Evernorth Health	10,000.00	98.0430000	9,827.13	3.400	03/01/2027		
30219GAN8	15273	1	Evernorth Health	32,000.00	97.9260000	31,413.07	3.400	03/01/2027		
30219GAN8	15287	1	Evernorth Health	10,000.00	98.0430000	9,827.13	3.400	03/01/2027		
30219GAN8	15289	1	Evernorth Health	18,000.00	97.9260000	17,669.85	3.400	03/01/2027		
30219GAN8	15351	1	Evernorth Health	18,000.00	96.6130000	17,416.52	3.400	03/01/2027		
30219GAN8	15354	1	Evernorth Health	32,000.00	96.5090000	30,937.37	3.400	03/01/2027		
30219GAN8	15356	1	Evernorth Health	10,000.00	96.5640000	9,671.56	3.400	03/01/2027		
30219GAN8	15357	1	Evernorth Health	18,000.00	96.6130000	17,416.52	3.400	03/01/2027		
30231GBD3	13916	1	EXXON MOBILE	100,000.00	105.1770000	101,579.84	2.275	08/16/2026		
341081FM4	15209	1	FLORIDA POWER & LIGHT CO	100,000.00	97.1000000	98,119.84	3.125	12/01/2025		
38141GXJ8	14142	1	GOLMAN SACHS INTER N	50,000.00	99.1100000	49,958.15	3.500	04/01/2025		
38141GXJ8	14193	1	GOLMAN SACHS INTER N	50,000.00	98.9770000	49,952.20	3.500	04/01/2025		
38141GXJ8	14194	1	GOLMAN SACHS INTER N	50,000.00	98.9590000	49,951.36	3.500	04/01/2025		
38141GXL8C	14233	1	GOLMAN SACHS INTER N	100,000.00	98.9770000	99,904.39	3.500	04/01/2025		
IG-38141GXJ8A	14422	1	GOLMAN SACHS INTER N	100,000.00	95.0140000	99,490.65	3.500	04/01/2025		
GC38141GXL8E	14470	1	GOLMAN SACHS INTER N	100,000.00	95.0260000	99,491.87	3.500	04/01/2025		
38141GXJ8-IG	14623	1	GOLMAN SACHS INTER N	33,000.00	96.8740000	32,883.95	3.500	04/01/2025		
38141GXJ8	14673	1	GOLMAN SACHS INTER N	25,000.00	97.2780000	24,920.87	3.500	04/01/2025		
XXXXXXGXJ8A	14119	1	Goldman Sachs Bank	100,000.00	99.2290000	99,932.50	3.500	04/01/2025		
XXXXXXLAE6	14120	1	Goldman Sachs Bank	100,000.00	100.9510000	100,125.20	3.750	05/22/2025		
IG-38141GXJ8	14359	1	Goldman Sachs Bank	50,000.00	99.2390000	49,964.22	3.500	04/01/2025		
38150ALA1	15147	1	Goldman Sachs Bank	100,000.00	93.0320000	94,638.96	3.150	03/15/2027		
38145GAH3	15162	1	Goldman Sachs Bank	25,000.00	95.6880000	24,180.57	3.500	11/16/2026		
38150AVF9	15245	1	Goldman Sachs Bank	30,000.00	101.4380000	30,353.60	6.150	10/30/2026		
38150ANR2	15381	1	Goldman Sachs Bank	2,000.00	99.6190000	1,992.86	4.500	07/29/2025	01/29/2025	100.0000000
413086AH2	14319	1	HARMAN INTERNTNL	100,000.00	100.8790000	100,118.65	4.150	05/15/2025		
IG-413086AH2	14350	1	HARMAN INTERNTNL	100,000.00	100.8790000	100,118.65	4.150	05/15/2025		
46625HRV4	13919	1	JP Morgan Chase	100,000.00	107.3800000	102,357.71	2.950	10/01/2026		
46625HMN7	15210	1	JP Morgan Chase	100,000.00	98.4990000	99,219.32	3.900	07/15/2025		
53117CAS1	15310	1	LIBERTY PROPERTY	70,000.00	97.5930000	68,519.54	3.250	10/01/2026		
53117CAS1	15313	1	LIBERTY PROPERTY	32,000.00	97.2070000	31,194.47	3.250	10/01/2026		
53117CAS1	15314	1	LIBERTY PROPERTY	10,000.00	97.1310000	9,740.31	3.250	10/01/2026		
53117CAS1	15316	1	LIBERTY PROPERTY	40,000.00	97.1390000	38,959.64	3.250	10/01/2026		
53117CAS1	15327	1	LIBERTY PROPERTY	25,000.00	97.2070000	24,370.68	3.250	10/01/2026		
53117CAS1	15328	1	LIBERTY PROPERTY	15,000.00	97.1350000	14,611.00	3.250	10/01/2026		
53117CAS1	15329	1	LIBERTY PROPERTY	85,000.00	97.1390000	82,789.23	3.250	10/01/2026		
57636QAG9B	13920	1	MASTERCARD	100,000.00	108.4400000	102,838.38	2.950	11/21/2026		

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CORPORATE NOTE										
59523UAT4	15294	1	MID AMERICA APARTMENTS	100,000.00	93.9750000	94,897.45	1.100	09/15/2026		
606822BS2A	14149	1	MITSUBISHI UFJ FINANCIAL	200,000.00	93.0980000	197,461.93	1.412	07/17/2025		
606822BN3	14141	1	ISHI UFJ FINANCIAL	200,000.00	96.0260000	199,534.50	2.193	02/25/2025		
68C6	14983	1	MORGAN STAN	100,000.00	97.7930000	99,246.94	4.000	07/23/2025		
61767BAA8	15363	1	MORGAN STAN	50,000.00	99.9470000	49,975.07	4.250	02/23/2026		
665859AW4	15496	1	Northern Bank Trust	50,000.00	98.6490000	49,330.81	4.000	05/10/2027		
67021CAM9	15497	1	NSTAR ELECTRIC CO.	50,000.00	96.6260000	48,328.66	3.200	05/15/2027		
716973AB8	15123	1	PFIZER INC	100,000.00	98.3450000	98,884.72	4.450	05/19/2026		
693475AX3	13922	1	PNC BANK	100,000.00	106.6000000	101,958.39	2.600	07/23/2026		
74460WAA5	15124	1	Public Storage	100,000.00	92.1940000	95,243.40	0.875	02/15/2026		
756109BY9	15087	1	Realty Income Co	7,000.00	97.8668571	6,900.24	4.450	09/15/2026		
756109BY9	15090	1	Realty Income Co	14,000.00	97.9800000	13,811.88	4.450	09/15/2026		
756109BY9	15102	1	Realty Income Co	100,000.00	97.9680000	98,624.42	4.450	09/15/2026		
756109BY9	15105	1	Realty Income Co	13,000.00	97.8560000	12,811.73	4.450	09/15/2026		
756109BZ6	15163	1	Realty Income Co	25,000.00	94.6790000	23,968.95	3.200	01/15/2027		
756109BZ6	15164	1	Realty Income Co	15,000.00	94.6040000	14,372.65	3.200	01/15/2027		
756109BE3	15211	1	Realty Income Co	100,000.00	98.8460000	99,277.24	4.625	11/01/2025		
756109BQ6	15372	1	Realty Income Co	30,000.00	99.9850000	29,995.59	5.050	01/13/2026		
756109BQ6	15425	1	Realty Income Co	100,000.00	99.6786700	99,687.90	5.050	01/13/2026		
756109BQ6	15458	1	Realty Income Co	40,000.00	99.9850000	39,994.13	5.050	01/13/2026		
756109BQ6	15545	1	Realty Income Co	118,000.00	99.9165000	117,901.73	5.050	01/13/2026		
773903AG4	14122	1	ROCKWELL AUTOMATION	100,000.00	98.7340000	99,922.57	2.875	03/01/2025		
778296AC7	15547	1	ROSS STORES INC.	25,000.00	98.8370000	24,709.25	4.700	04/15/2027		
78016EZ59	14143	1	ROYAL BANK OF CANADA	100,000.00	99.1290000	99,908.18	3.375	04/14/2025		
78016EZ59A	14262	1	ROYAL BANK OF CANADA	150,000.00	99.1420000	149,864.32	3.375	04/14/2025		
78016FZT4	15212	1	ROYAL BANK OF CANADA	100,000.00	99.3050000	99,531.19	4.875	01/12/2026		
828807CW5	15101	1	Simon Property Group LP	100,000.00	96.7610000	98,183.83	3.300	01/15/2026		
61746BDZ6	14703	1	Morgan Stanley Smith Barney	100,000.00	96.3380000	98,648.63	3.875	01/27/2026		
61746BDZ6	14917	1	Morgan Stanley Smith Barney	100,000.00	95.9620000	98,177.00	3.875	01/27/2026		
84861TAE8	15061	1	Spirit Realty	10,000.00	95.1680000	9,666.66	3.200	01/15/2027	11/15/2026	100.0000000
84861TAE8	15109	1	Spirit Realty	19,000.00	94.7590000	18,276.33	3.200	01/15/2027	11/15/2026	100.0000000
84861TAE8	15110	1	Spirit Realty	14,000.00	94.5570000	13,444.57	3.200	01/15/2027	11/15/2026	100.0000000
84861TAE8	15149	1	Spirit Realty	16,000.00	94.0110000	15,274.15	3.200	01/15/2027	11/15/2026	100.0000000
84861TAE8	15153	1	Spirit Realty	10,000.00	94.4160000	9,569.92	3.200	01/15/2027	11/15/2026	100.0000000
84861TAC2	15154	1	Spirit Realty	10,000.00	97.2300000	9,794.09	4.450	09/15/2026	06/15/2026	100.0000000
84861TAE8	15158	1	Spirit Realty	15,000.00	94.4100000	14,354.19	3.200	01/15/2027	11/15/2026	100.0000000
84861TAE8	15165	1	Spirit Realty	20,000.00	94.2700000	19,111.76	3.200	01/15/2027	11/15/2026	100.0000000
84861TAE8	15202	1	Spirit Realty	10,000.00	95.0180000	9,592.79	3.200	01/15/2027	11/15/2026	100.0000000

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CORPORATE NOTE										
84861TAE8	15249	1	Spirit Realty	9,000.00	96.5960000	8,737.92	3.200	01/15/2027	11/15/2026	100.0000000
84861TAC2	15268	1	Spirit Realty	13,000.00	99.9110000	12,990.17	4.450	09/15/2026	06/15/2026	100.0000000
84861TAC2	15281	1	Spirit Realty	14,000.00	100.1840000	14,022.12	4.450	09/15/2026	06/15/2026	100.0000000
84861TAC2	15317	1	Spirit Realty	5,000.00	99.5030000	4,977.46	4.450	09/15/2026	06/15/2026	100.0000000
84861TAE8	15318	1	Spirit Realty	25,000.00	96.8560000	24,276.13	3.200	01/15/2027	11/15/2026	100.0000000
84861TAC2	15330	1	Spirit Realty	5,000.00	99.4880000	4,976.78	4.450	09/15/2026	06/15/2026	100.0000000
84861TAE8	15331	1	Spirit Realty	25,000.00	96.8560000	24,276.13	3.200	01/15/2027	11/15/2026	100.0000000
84861TAC2	15333	1	Spirit Realty	5,000.00	99.4540000	4,975.20	4.450	09/15/2026	06/15/2026	100.0000000
84861TAE8	15365	1	Spirit Realty	8,000.00	96.7830000	7,751.12	3.200	01/15/2027	11/15/2026	100.0000000
857477CD3	15257	1	STATE STREET CORP	100,000.00	101.2570000	101,011.26	5.272	08/03/2026	07/04/2026	100.0000000
86562MCA6	14299	1	sumitomo mitsu	200,000.00	93.6900000	197,766.98	1.474	07/08/2025		
78486QAD3	14140	1	SVB FINANCIAL GROUP	12,000.00	98.6940000	11,995.10	3.500	01/29/2025		
78486QAD3A	14345	1	SVB FINANCIAL GROUP	13,000.00	95.5490000	12,980.29	3.500	01/29/2025		
IG78486QAD3	14369	1	SVB FINANCIAL GROUP	100,000.00	95.2420000	99,837.53	3.500	01/29/2025		
IG78486QAD3A	14382	1	SVB FINANCIAL GROUP	100,000.00	95.0980000	99,832.21	3.500	01/29/2025		
GC78486QAD3	14448	1	SVB FINANCIAL GROUP	100,000.00	95.2420000	99,837.53	3.500	01/29/2025		
89115A2S0	15213	1	TORONTO DOMINION BANK	100,000.00	100.3300000	100,249.63	5.532	07/17/2026		
892331AM1	13923	1	Toyota Financial Savings	100,000.00	100.6860000	100,171.50	1.339	03/25/2026		
86787GAJ1	15051	1	TRUIST BANK	200,000.00	95.6600000	194,877.04	3.300	05/15/2026		
91159HHM5	14860	1	U.S. Bancorp Investments Inc.	48,000.00	93.5880000	46,438.15	3.100	04/27/2026		
91159HHM5	14918	1	U.S. Bancorp Investments Inc.	28,000.00	92.6140000	26,932.31	3.100	04/27/2026		
91159HHM5	14920	1	U.S. Bancorp Investments Inc.	23,000.00	92.1380000	22,043.63	3.100	04/27/2026		
91159HHN3	15100	1	U.S. Bancorp Investments Inc.	100,000.00	94.0310000	96,078.91	2.375	07/22/2026		
91159HHM5	15166	1	U.S. Bancorp Investments Inc.	20,000.00	95.8640000	19,428.52	3.100	04/27/2026		
95001DC40	14144	1	WELLS FARGO & CO	200,000.00	100.8160000	200,313.67	4.500	07/28/2025		
94974BGH7	14153	1	WELLS FARGO & CO	50,000.00	98.7400000	49,967.24	3.000	02/19/2025		
95001DC57	14315	1	WELLS FARGO & CO	135,000.00	100.0000000	135,002.07	4.100	08/15/2025		
95001DC57A	14332	1	WELLS FARGO & CO	15,000.00	100.0000000	15,002.07	4.100	08/15/2025		
94974BGH7A	14337	1	WELLS FARGO & CO	10,000.00	95.0570000	9,972.41	3.000	02/19/2025		
GC94974BGH7	14449	1	WELLS FARGO & CO	100,000.00	94.6830000	99,696.17	3.000	02/19/2025		
GC94974BGH7F	14453	1	WELLS FARGO & CO	15,000.00	94.7500000	14,954.51	3.000	02/19/2025		
95001DCS7	14964	1	Wells Fargo Bank	16,000.00	99.8590000	15,988.39	5.050	01/25/2026		
95001DBA7	15244	1	Wells Fargo Bank	10,000.00	91.3720000	9,318.24	1.050	11/30/2026	02/28/2025	100.0000000
976843BP6-1	14704	1	WISCONSIN PUBLIC SERVICE	100,000.00	100.4160000	100,132.66	5.350	11/10/2025		
Subtotal				12,740,000.00		12,623,662.04				

Municipal-amortizing-no interest

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010869JB2	14863	1	ALAMEDA CORRIDOR CA	20,000.00	62.2299997	13,638.74	4.647	10/01/2031		
010869JB2	15057	1	ALAMEDA CORRIDOR CA	10,000.00	67.2699996	7,146.26	4.169	10/01/2031		
010869HT5	15264	1	ALAMEDA CORRIDOR CA	10,000.00	82.3640000	8,402.14	4.202	10/01/2028		
018340HJ1	14671	1	Allentown PA	15,000.00	67.3220002	11,322.85	4.204	10/01/2030		
018340HL6	15499	1	Allentown PA	10,000.00	66.5210000	6,659.18	4.250	10/01/2032		
13080SL85	15335	1	CALIFORNIA STATEWID	30,000.00	74.1950000	22,548.05	3.818	06/01/2031		
143735YP7	14205	1	CAROL STREAM	10,000.00	72.7810004	8,186.43	3.699	11/01/2029		
143735YN2	15266	1	CAROL STREAM IL PK	5,000.00	81.8600000	4,175.45	4.241	11/01/2028		
143735YN2	15467	1	CAROL STREAM IL PK	15,000.00	82.3840000	12,372.61	4.504	11/01/2028		
13080SL51	15089	1	CA Stwd Comnty Dev	25,000.00	72.3850000	19,086.35	4.307	06/01/2030		
13080SD86	15135	1	CA Stwd Comnty Dev	10,000.00	60.3510005	6,358.60	4.266	06/01/2033		
13080SL51	15292	1	CA Stwd Comnty Dev	10,000.00	77.3430000	7,839.22	3.935	06/01/2030		
190684PY0	15390	1	COATESVILLE PA AREA	15,000.00	66.8210000	10,047.27	4.824	10/01/2031		
214183PL3A	14166	1	COOK COUNTY	10,000.00	76.9360002	8,576.54	3.584	12/01/2028		
49579SGL4	15476	1	KINGS CANYON CALIF	10,000.00	60.6120000	6,070.19	4.043	08/01/2034		
596567CD7	14195	1	MIDDLESEX CN	10,000.00	69.5640000	7,861.23	3.668	10/01/2030		
596567CD7	15169	1	MIDDLESEX CN	40,000.00	71.1740000	29,545.44	4.483	10/01/2030		
596567CF2	15262	1	MIDDLESEX CN	5,000.00	65.6970000	3,365.70	4.158	10/01/2032		
6503668B6	14868	1	NEWARK NJ	30,000.00	63.9499998	21,006.56	4.731	04/01/2031		
6503667Z4	15050	1	NEWARK NJ	45,000.00	77.1299998	36,598.89	4.333	04/01/2029		
645913BD5	14536	1	NJ ECON DEV	10,000.00	88.7919999	9,938.49	4.921	02/15/2025		
645913BE3	15533	1	NJ ECON DEV	20,000.00	94.1000000	18,834.22	5.118	02/15/2026		
767032HT5	15427	1	RIO CALIF ELEM SCH	10,000.00	83.7390000	8,388.68	4.435	08/01/2028		
796711UK3	15510	1	SAN BERNARDINO C	10,000.00	66.9800000	6,705.14		08/01/2032		
796711UL1	15511	1	SAN BERNARDINO C	10,000.00	62.8210000	6,289.20	4.263	08/01/2033		
79771PF67	15513	1	SAN FRAN CALIF C	40,000.00	54.3100000	21,749.89		08/01/2036		
80641LBK5	15116	1	Schell-Vista CA	25,000.00	71.0299997	18,626.23	4.436	09/01/2030		
96081RBB5	14177	1	WESTMONT ILLINOIS	10,000.00	72.6499997	8,166.11	3.678	12/01/2029		
969078QN7	14178	1	WILL CN	35,000.00	77.8599999	30,246.01	3.493	11/01/2028		
969078QN7	14218	1	WILL CN	25,000.00	77.7740001	21,594.09	3.503	11/01/2028		
969078QN7	14622	1	WILL CN	10,000.00	74.0520003	8,292.09	4.392	11/01/2028		
969078QN7	14791	1	WILL CN	25,000.00	76.6160001	20,746.15	4.375	11/01/2028		
Subtotal				565,000.00		430,384.00				
MBS										
38383X6P4	14765	1	ABS-CLO	161,036.13	100.4062000	161,696.70	5.500	09/20/2044		
38383X6P4	14773	1	ABS-CLO	161,036.13	100.4062000	161,696.70	5.500	09/20/2044		

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MBS										
3136BPPZ8	14665	1	FEDERAL NATIONAL MTG ASSOC.	167,838.98	101.2498994	169,942.74	6.000	06/25/2042		
3136BPPZ8	14674	1	FEDERAL NATIONAL MTG ASSOC.	111,892.66	101.2499968	113,297.26	6.000	06/25/2042		
3137HBU85	15118	1	Federal Home Loan Mtge	26,899.28	99.6561740	26,806.79	5.500	05/25/2049		
3137HBU85	15119	1	Federal Home Loan Mtge	36,145.92	99.6561836	36,021.64	5.500	05/25/2049		
GC-3137H9CG2	14503	1	Federal Home Loan Mtg Corp	177,892.79	100.3750000	178,567.00	5.500	01/25/2040		
IG3137H9CG2	14572	1	Federal Home Loan Mtg Corp	178,260.68	100.3750000	178,936.29	5.500	01/25/2040		
GC3137H93K3B	14580	1	Federal Home Loan Mtg Corp	204,291.99	98.8749939	202,001.89	5.000	09/25/2050		
IG3137H93K3B	14583	1	Federal Home Loan Mtg Corp	204,200.15	98.8749939	201,911.08	5.000	09/25/2050		
3137H9BT5GC	14619	1	Federal Home Loan Mtg Corp	226,580.96	100.0000000	226,588.77	5.000	07/25/2047		
3137H9BT5-IG	14620	1	Federal Home Loan Mtg Corp	339,871.48	100.0000000	339,879.29	5.000	07/25/2047		
3137HD2T6	15227	1	Federal Home Loan Mtg Corp	139,913.10	99.6250008	139,388.43	5.500	09/25/2049		
3137BRZF5	15312	1	Federal Home Loan Mtg Corp	29,675.50	93.0625032	27,616.76	3.000	02/15/2046		
3137BRZF5	15325	1	Federal Home Loan Mtg Corp	97,227.42	93.0624994	90,482.27	3.000	02/15/2046		
GC31416WHF2A	14577	1	Federal National Mtg Assn	41,692.71	100.0000000	41,698.72	4.500	06/01/2030		
38383TWE9	14300	1	Government National Mortgage A	99,034.49	100.9999995	100,031.45	4.000	09/20/2044		
IG-38383TWE9	14352	1	Government National Mortgage A	99,856.81	100.9999995	100,862.05	4.000	09/20/2044		
36179X6Z4	14874	1	Government National Mortgage A	101,765.06	99.7500023	101,510.65	6.000	08/20/2038		
38384ETG0	14875	1	Government National Mortgage A	133,446.60	99.9374980	133,363.19	6.000	03/20/2050		
38384EA39	15064	1	Government National Mortgage A	72,933.29	100.5000059	73,297.96	6.000	05/20/2050		
3618N5CR8	15525	1	Government National Mortgage A	250,000.00	99.3750000	248,437.50	5.500	12/20/2054		
Subtotal				3,061,492.13		3,054,035.13				

Municipal Bonds

IG-010047FL7	14393	1	AKRON OH	10,000.00	81.2500000	8,630.87	3.010	12/01/2030		
010053BW5	14460	1	AKRON OH	40,000.00	93.1400000	38,721.57	3.625	12/01/2026		
010053BL9	15274	1	AKRON OH	20,000.00	99.6000000	19,922.20	4.750	12/01/2034		
010604CY0	15465	1	ALABAMA ST PORT	15,000.00	96.7300000	14,512.94	3.679	10/01/2027		
01244QCT1	14305	1	ALBANY NY MUN WT	35,000.00	90.8400000	34,113.18	0.650	12/01/2025		
023362SP2	15500	1	AMBRIDGE PA ARE	25,000.00	77.2780000	19,326.77	2.593	11/01/2035		
04108NW65	15084	1	AR S DEV FA ED	10,000.00	99.8540000	9,987.74	5.320	10/01/2029		
05028XAN4	15183	1	Auburn California	15,000.00	79.7000000	12,107.71	2.776	06/01/2035		
055022AL1	14864	1	AZUSA CALIF PEN	10,000.00	80.3900000	8,354.26	2.785	08/01/2031		
055022AL1	15174	1	AZUSA CALIF PEN	10,000.00	86.6200000	8,768.52	2.785	08/01/2031		
055022AH0	15522	1	AZUSA CALIF PEN	25,000.00	91.6530000	22,919.70	2.435	08/01/2028		
074429BM2	15148	1	Beaumont California	10,000.00	78.3500000	8,004.87	2.397	09/01/2032		
074429BM2	15304	1	Beaumont California	15,000.00	84.1340000	12,694.45	2.397	09/01/2032		
088006JP7	15230	1	BEVERLY HILLS C	10,000.00	95.8180000	9,671.37	2.355	06/01/2026		

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Municipal Bonds										
105710AK3	15367	1	BRAWLEY CALIF P	10,000.00	94.4740000	9,453.30	3.919	09/01/2030		
105710AL1	15539	1	BRAWLEY CALIF P	80,000.00	92.2600000	73,810.58	4.019	09/01/2031		
IG-110290NC3	14416	1	BRISTOL TWP	30,000.00	83.5700000	26,493.41	3.050	06/01/2030		
111746JK0	15384	1	BROCKTON MASS	20,000.00	81.0000000	16,210.69	3.038	11/01/2035		
116093RF4	15184	1	Brownsburg IN RD	10,000.00	85.1000000	8,583.61	3.650	08/01/2035		
116093RF4	15197	1	Brownsburg IN RD	10,000.00	87.0400000	8,759.04	3.650	08/01/2035		
116093RF4	15385	1	Brownsburg IN RD	15,000.00	86.2000000	12,935.96	3.650	08/01/2035		
118217CG1	15346	1	BUCKEYE OHIO TOB SE	20,000.00	92.8190000	18,652.11	2.000	06/01/2027		
IG-12022GAH6	14417	1	BULLHEAD CITY	10,000.00	79.2000000	8,602.41	2.052	07/01/2029		
13032UXN3	15272	1	CALIFORNIA HEAL	10,000.00	93.9840000	9,498.67	1.168	06/01/2026		
GC-13077DQES	14529	1	CALIFORNIA ST UNI	45,000.00	85.3200000	41,968.04	1.142	11/01/2026		
GC13077DQESC	14563	1	CALIFORNIA ST UNI	280,000.00	85.7000000	261,792.01	1.142	11/01/2026		
13077DQP0	15386	1	CALIFORNIA ST UNI	10,000.00	75.8160000	7,588.40	2.374	11/01/2035	11/01/2031	100.0000000
14055RCF0	15388	1	CAPITOL AREA DE	15,000.00	91.4390000	13,726.23	2.458	10/01/2028		
14440RBP3-GC	14617	1	Carpinteria Val	85,000.00	95.2270000	84,186.07	2.935	07/01/2025		
13080SE26	15053	1	California Stew Comnty Dev	320,000.00	85.0000000	280,621.98	2.040	04/01/2029		
13080SE26	15060	1	California Stew Comnty Dev	240,000.00	85.0000000	210,466.49	2.040	04/01/2029		
13080SD92	15387	1	California Stew Comnty Dev	30,000.00	90.5560000	27,193.19	1.905	04/01/2028		
13080SZS6	15501	1	California Stew Comnty Dev	10,000.00	82.2300000	8,227.05	1.877	02/01/2031		
13080SD84	15502	1	California Stew Comnty Dev	15,000.00	92.1740000	13,833.30	1.730	04/01/2027		
13080SE34	15503	1	California Stew Comnty Dev	10,000.00	84.9180000	8,495.78	2.140	04/01/2030		
GC-14915TAY7	14231	1	CATHEDRAL CITY	155,000.00	98.9280000	154,092.73	3.755	12/01/2027		
154070AQ9	15303	1	CENTRAL MARIN P	10,000.00	84.2080000	8,455.26	2.798	02/01/2036		
155498JB5	14246	1	CENT TX REG MOBILITY	10,000.00	94.6000000	10,000.00	1.445	01/01/2025		
156792KR3	15389	1	CERRITOS CALIF	10,000.00	79.7420000	7,980.03	2.768	08/01/2035		
167393NQ6	14672	1	Chicago Heights	15,000.00	95.7070000	14,677.56	3.855	12/01/2026		
167505QK5	15237	1	CHICAGO IL BRD	15,000.00	105.0430000	15,701.24	6.319	11/01/2029		
16557HGA7	15523	1	CHESTER CNTY PA	15,000.00	81.1650000	12,178.47	2.574	06/01/2033		
171646TA0	15238	1	CICERO IL	10,000.00	91.1690000	9,216.31	1.850	01/01/2028		
GC-20281PMK5	14347	1	COMMONWEALTH	70,000.00	95.1040000	68,737.12	2.319	06/01/2026		
213471HK4	14206	1	COOK COUNTY	35,000.00	82.3390000	30,611.24	1.700	12/01/2030		
215219ND4	14852	1	COOK COUNTY	10,000.00	76.4800000	7,976.09	2.375	12/01/2032		
215219ND4	14962	1	COOK COUNTY	10,000.00	79.9900000	8,228.93	2.375	12/01/2032		
215219ND4	15048	1	COOK COUNTY	10,000.00	81.5600000	8,354.09	2.375	12/01/2032		
215021NU6	15136	1	COOK COUNTY	5,000.00	99.6100000	4,982.00	5.250	12/01/2033		
215219ND4	15177	1	COOK COUNTY	15,000.00	81.5800000	12,416.49	2.375	12/01/2032		
215219ND4	15199	1	COOK COUNTY	10,000.00	82.3400000	8,330.65	2.375	12/01/2032		
215260MP2	15446	1	COOK COUNTY	10,000.00	83.0600000	8,309.79	3.037	12/01/2034		

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Municipal Bonds										
220228BV1	15269	1	CORPUS CHRISTI	5,000.00	87.7210000	4,403.43	3.067	12/01/2034		
220228BV1	15286	1	CORPUS CHRISTI	5,000.00	87.7210000	4,403.43	3.067	12/01/2034		
IG-21969AAH5	14419	1	CORONA CALIFORNIA	30,000.00	80.7400000	26,166.02	2.042	05/01/2029		
21969AAD4	14456	1	CORONA CALIFORNIA	140,000.00	89.9400000	138,136.63	1.131	05/01/2025		
GC-21969AAH5	14538	1	CORONA CALIFORNIA	55,000.00	80.3740000	47,797.64	2.042	05/01/2029		
223047AJ0	14767	1	COVINA CALIFORNIA	35,000.00	81.2980000	29,955.19	2.066	08/01/2030		
223047AJ0	14789	1	COVINA CALIFORNIA	65,000.00	81.8270000	55,626.52	2.066	08/01/2030		
392397CJ2	15137	1	Gtr Wenatchee W	30,000.00	91.7500000	28,289.17	1.695	09/01/2026		
22973PAH4	14232	1	CUDAHY CALIFORNIA	10,000.00	99.3200000	9,971.50	3.779	10/01/2026		
234596AE4	15233	1	DALLAS COUNTY ARK	45,000.00	100.5550000	45,227.91	5.200	01/01/2029	01/01/2025	103.0000000
234596AF1	15234	1	DALLAS COUNTY ARK	60,000.00	101.1440000	60,637.52	5.300	01/01/2030	01/01/2025	103.0000000
235839DY0	15293	1	DANA POINT CALI	15,000.00	80.3990000	12,130.10	2.493	09/01/2035		
25483VXA7	15315	1	DC	30,000.00	98.6490000	29,761.59	1.817	04/01/2025		
254841AH2	15231	1	DISTRICT ENERGY ST PA	10,000.00	90.4700000	9,135.96	2.300	10/01/2028		
258864AQ0	15265	1	DOUGLAS ARIZONA	40,000.00	79.3400000	32,016.24	2.686	01/01/2036	01/01/2031	100.0000000
258864AQ0	15447	1	DOUGLAS ARIZONA	25,000.00	77.7750000	19,454.95	2.686	01/01/2036	01/01/2031	100.0000000
273695XA9	15246	1	EAST MOLINE IL	15,000.00	86.0980000	13,008.95	3.122	01/15/2033		
282659BE0	15088	1	El Cajon Calif	20,000.00	81.5500000	16,693.82	2.390	04/01/2032		
282659BE0	15156	1	El Cajon Calif	10,000.00	81.5270000	8,302.90	2.390	04/01/2032		
282659BE0	15229	1	El Cajon Calif	10,000.00	86.1400000	8,686.47	2.390	04/01/2032		
282659BF7	15347	1	El Cajon Calif	10,000.00	82.9150000	8,323.67	2.490	04/01/2033	04/01/2030	100.0000000
282659BE0	15391	1	El Cajon Calif	10,000.00	82.7100000	8,278.26	2.390	04/01/2032		
292528CM6	14845	1	ENCINITAS CA SPL	15,000.00	79.2170000	12,465.29	1.940	09/01/2030		
299228DD5	15216	1	EVANSTON ILL	15,000.00	86.1140000	13,004.92	3.650	12/01/2035		
34073TNT0	14468	1	FL HIGHER ED	30,000.00	90.7540000	29,183.45	1.869	12/01/2025		
34073TNT0	14782	1	FL HIGHER ED	20,000.00	92.3100000	19,417.96	1.869	12/01/2025		
341271AH7	15472	1	FLORIDA ST BRD	90,000.00	101.3620000	91,223.30	5.526	07/01/2034		
341271AH7	15524	1	FLORIDA ST BRD	50,000.00	101.2020000	50,600.30	5.526	07/01/2034		
348188BG7	14263	1	fort ordinary califo	60,000.00	92.7100000	57,711.69	2.410	09/01/2027		
348188BR3	15305	1	fort ordinary califo	10,000.00	89.2600000	8,955.79	3.044	09/01/2033		
356640JP8	14853	1	FREESPORT IL	25,000.00	92.3720000	23,482.49	4.125	01/01/2030		
36005FBM6	15393	1	FULTON CNTY GA	85,000.00	97.3500000	82,768.77	4.071	03/15/2028		
367074BM2	15291	1	GARZA CNTY TEX	15,000.00	101.4170000	15,203.45	4.950	02/01/2031		
IG-365471AL5	14556	1	GARDENA CALIF	40,000.00	83.2000000	34,918.38	2.963	04/01/2031		
GC-365471AL5B	14558	1	GARDENA CALIF	30,000.00	83.2000000	26,190.68	2.963	04/01/2031		
365471AL5	14967	1	GARDENA CALIF	15,000.00	87.5700000	13,393.90	2.963	04/01/2031		
365471AL5	15049	1	GARDENA CALIF	20,000.00	88.0600000	17,927.88	2.963	04/01/2031		
365471AL5	15201	1	GARDENA CALIF	10,000.00	87.6900000	8,856.42	2.963	04/01/2031		

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Municipal Bonds										
365471AG6	15394	1	GARDENA CALIF	10,000.00	94.3100000	9,438.62	2.366	04/01/2027		
365471AL5	15449	1	GARDENA CALIF	20,000.00	87.8900000	17,586.58	2.963	04/01/2031		
371784HY8	15309	1	GENESEO ILL	50,000.00	81.5530100	40,975.54	2.550	02/01/2036		
371784HY8	15323	1	GENESEO ILL	50,000.00	81.5530000	40,975.54	2.550	02/01/2036		
IG-37736QY5	14394	1	GLASSBORO	10,000.00	77.0100000	8,396.62	1.942	01/15/2030		
3788612AN5	14168	1	GLENDORA CALIF PENSI	15,000.00	87.6600000	13,720.96	2.395	06/01/2030		
378612AN5A	14169	1	GLENDORA CALIF PENSI	15,000.00	87.9240000	13,748.32	2.395	06/01/2030		
878612AN5-IG	14621	1	GLENDORA CALIF PENSI	5,000.00	81.7650000	4,333.12	2.395	06/01/2030		
38122NB27	14180	1	GOLDEN ST TOBACCO	135,000.00	89.4800000	126,701.44	2.086	06/01/2028		
GC-38122NC75	14203	1	GOLDEN ST TOBACCO	30,000.00	90.4800000	28,320.00	2.532	06/01/2028		
38122NC75	14311	1	GOLDEN ST TOBACCO	15,000.00	90.4800000	14,160.00	2.532	06/01/2028		
IG-38122NC83	14421	1	GOLDEN ST TOBACCO	20,000.00	82.8100000	17,704.15	2.587	06/01/2029		
IG38122NC59	14443	1	GOLDEN ST TOBACCO	25,000.00	88.7700000	23,898.60	2.158	06/01/2026		
GC-38122NC75	14539	1	GOLDEN ST TOBACCO	25,000.00	83.3100000	22,444.14	2.532	06/01/2028		
GC-38122NC59X	14557	1	GOLDEN ST TOBACCO	10,000.00	90.8200000	9,626.65	2.158	06/01/2026		
38122NB27	14756	1	GOLDEN ST TOBACCO	5,000.00	88.2700000	4,605.80	2.086	06/01/2028		
38122NC83	14757	1	GOLDEN ST TOBACCO	10,000.00	87.2860000	9,076.93	2.587	06/01/2029		
38122NC59	15086	1	GOLDEN ST TOBACCO	10,000.00	93.3300000	9,584.65	2.158	06/01/2026		
38122NB27	15395	1	GOLDEN ST TOBACCO	10,000.00	90.8600000	9,094.10	2.086	06/01/2028		
38122NC67	15396	1	GOLDEN ST TOBACCO	10,000.00	93.7500000	9,382.80	2.332	06/01/2027		
38122NC75	15397	1	GOLDEN ST TOBACCO	10,000.00	91.8300000	9,190.24	2.532	06/01/2028		
38122ND33	15398	1	GOLDEN ST TOBACCO	200,000.00	85.4480000	171,015.41	3.037	06/01/2032	12/01/2031	100.0000000
38122NC75	15450	1	GOLDEN ST TOBACCO	10,000.00	92.1400000	9,219.08	2.532	06/01/2028		
38122ND33	15473	1	GOLDEN ST TOBACCO	170,000.00	85.4000000	145,244.90	3.037	06/01/2032	12/01/2031	100.0000000
38122NC59	15505	1	GOLDEN ST TOBACCO	10,000.00	96.1100000	9,614.78	2.158	06/01/2026		
38122NC75	15506	1	GOLDEN ST TOBACCO	20,000.00	92.0800000	18,422.41	2.532	06/01/2028		
384712EW1	14179	1	GRAHAM TX GO	95,000.00	89.6150000	88,500.95	2.420	08/15/2029		
414008CN0	15168	1	Harris Co	10,000.00	94.6500000	9,680.02	2.041	11/15/2025		
414792LP4	15451	1	HARRISBURG PA	15,000.00	78.3910000	11,765.23	2.729	12/01/2035		
419792ZB5	15474	1	HAWAII ST ARPTS	10,000.00	73.0130000	7,305.82	2.145	08/01/2036	08/01/2030	100.0000000
IG-43232VVJ7	14395	1	HILLSBORO	40,000.00	85.9000000	36,991.11	2.191	07/01/2027		
432094AC4	15526	1	HILLSBORO	40,000.00	100.2870000	40,114.27	5.146	06/01/2027		
438687EQ4	15527	1	HONOLULU HAWAII	10,000.00	88.7200000	8,873.07	4.004	09/01/2036		
443730PD2	15528	1	HUDSON CNTY N J	15,000.00	77.1880000	11,581.85	2.479	06/01/2035		
452153GR4	15452	1	ILLINOIS ST	10,000.00	100.1600000	10,015.74	5.213	05/01/2026		
45506DK53	15276	1	INDIANA ST FIN AU	5,000.00	97.7580000	4,910.41	3.300	02/01/2026		
457074BL5	15453	1	INGLEWOOD CALIF	15,000.00	88.3800000	13,262.79	3.182	09/01/2031		
46874TFM9	15475	1	JACKSON TENN HO	10,000.00	99.7400000	9,975.88	4.411	04/01/2025		

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Municipal Bonds										
GC-484062LY8	14306	1	KANE ETG IL CCD	90,000.00	91.8070000	87,898.46	1.000	12/15/2025		
484062MD3	15173	1	KANE ETC IL CCD	10,000.00	77.3510000	7,926.58	1.125	12/15/2030		
491034AM6	15182	1	Kenton County	15,000.00	92.1240000	13,897.46	4.226	01/01/2033		
IG-48526CBR7	14410	1	KS MEA PWR	45,000.00	89.4150000	44,111.52	1.477	07/01/2025		
GC48526CBR7	14451	1	KS MEA PWR	10,000.00	89.3840000	9,801.98	1.477	07/01/2025		
485106MV7	14307	1	KS CITY MO	25,000.00	97.3600000	24,842.72	2.759	10/01/2025		
503433AH7	14208	1	LAHABRA CALIF PENSI	10,000.00	90.1200000	9,353.10	2.473	08/01/2029		
509262FN6	15284	1	LAKE CNTY ILL CM	25,000.00	99.4000000	24,854.10	4.450	01/01/2034		
86459ADQ2	14182	1	LAKE ELSINORE	50,000.00	89.7260000	47,093.71	2.023	03/01/2028		
50962CBH6	14946	1	Lake Elsinore CA	250,000.00	77.2340000	201,354.70	2.330	09/01/2031		
512246NN5	15401	1	LAKEVIEW MICH CMN	100,000.00	73.0000000	73,061.73	2.400	05/01/2038		
513802BC1	15402	1	LANCASTER CALIF	10,000.00	95.0700000	9,508.42	4.750	08/01/2035		
513802BC1	15403	1	LANCASTER CALIF	100,000.00	95.2830000	95,296.58	4.750	08/01/2035		
516447CX5	14207	1	LANSING MI	15,000.00	96.7300000	14,685.11	3.450	05/01/2029		
IG- 516447CX5	14365	1	LANSING MI	15,000.00	89.1800000	13,923.52	3.450	05/01/2029		
516447CX5	14824	1	LANSING MI	5,000.00	91.6500000	4,685.06	3.450	05/01/2029		
516447CZ0	14855	1	LANSING MI	20,000.00	86.6300000	17,770.04	3.680	05/01/2031	05/01/2029	100.0000000
50420BDF6	14170	1	LA QUINTA CA	45,000.00	90.7790000	43,308.65	1.418	09/01/2026		
IG-50420BDF6	14364	1	LA QUINTA CA	20,000.00	86.6850000	18,852.16	1.418	09/01/2026		
50420BDG4	15399	1	LA QUINTA CA	10,000.00	91.9300000	9,202.14	1.728	09/01/2027		
50420BCX8	15400	1	LA QUINTA CA	15,000.00	93.1870000	13,982.11	4.217	09/01/2032	09/01/2026	100.0000000
504516EU5	14181	1	LASALLE CNTY	100,000.00	89.2390000	93,334.64	2.150	12/15/2028		
546462EP3	14826	1	LA ST ENGY & PW	10,000.00	77.0630000	8,063.81	2.332	06/01/2032		
546462EP3	14827	1	LA ST ENGY & PW	15,000.00	77.0980000	12,100.14	2.332	06/01/2032		
546462EP3	14839	1	LA ST ENGY & PW	15,000.00	77.0980000	12,100.14	2.332	06/01/2032		
546462EP3	14840	1	LA ST ENGY & PW	10,000.00	76.5530000	8,016.99	2.332	06/01/2032		
546462EN8	14948	1	LA ST ENGY & PW	15,000.00	77.7350000	12,143.72	2.182	06/01/2031	06/01/2030	100.0000000
518481AS5	14237	1	LAUDERDALE COUNTY	15,000.00	92.8200000	14,588.41	1.900	07/01/2026		
518481AS5	15143	1	LAUDERDALE COUNTY	15,000.00	92.9250000	14,266.23	1.900	07/01/2026		
518481AS5	15196	1	LAUDERDALE COUNTY	10,000.00	93.9700000	9,542.67	1.900	07/01/2026		
525641BR6	15404	1	LEMON GROVE CAL	10,000.00	87.5100000	8,754.97	3.631	08/01/2034		
534272N21	15204	1	LINCOLN NE ELEC	15,000.00	76.6760000	11,662.91	1.799	09/01/2033		
54178QBM6	15529	1	LOMPOC VY MED C	25,000.00	91.2770000	22,826.15	2.466	07/01/2028		
54465AGS5	15179	1	LOS ANGELES CAL	35,000.00	93.8600000	33,384.21	2.375	09/01/2026		
544646A69	15405	1	LOS ANGELES CAL	100,000.00	101.9440000	101,918.87	5.981	05/01/2027		
54660DAD1	15278	1	LOUISVILLE & JE	20,000.00	98.9800000	19,882.17	3.317	05/15/2025		
54660DAG4	15477	1	LOUISVILLE & JE	10,000.00	95.9100000	9,593.34	3.711	05/15/2028		
546399FB7	14228	1	LOUISIANA PUBLIC FAC	25,000.00	97.8200000	24,845.57	2.974	12/15/2025		

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Municipal Bonds										
IG-546399MQ6	14423	1	LOUISIANA PUBLIC FAC	15,000.00	82.4300000	13,240.05	2.410	06/01/2029		
546399FB7	14710	1	LOUISIANA PUBLIC FAC	5,000.00	95.2400000	4,914.36	2.974	12/15/2025		
546850CC0	15408	1	LOUISVILLE KY R	15,000.00	97.4400000	14,619.32	4.133	07/01/2028		
546540SJ5	15530	1	LOUISIANA ST UN	25,000.00	77.4190000	19,360.20	2.711	07/01/2036		
550802LB6	14846	1	LYCOMING CON PA	15,000.00	82.7900000	12,912.87	2.464	07/01/2030		
56042RZ47	15531	1	MAINE HEALTH & UNIV EDUC	10,000.00	84.9980000	8,502.36	2.546	07/01/2031		
56453RBF0	14796	1	Manteca Califor	135,000.00	82.6800000	115,759.14	2.493	10/01/2031		
56453RBC7	14472	1	MANTECA CALIFORNIA	40,000.00	83.4600000	35,828.30	2.213	10/01/2028		
56453RBG8	14854	1	MANTECA CALIFORNIA	115,000.00	79.0200000	94,300.64	2.593	10/01/2032		
56453RBG8	14866	1	MANTECA CALIFORNIA	80,000.00	77.5600000	64,560.39	2.593	10/01/2032		
56453RBH6	15379	1	MANTECA CALIFORNIA	10,000.00	83.8100000	8,392.23	2.713	10/01/2033	04/01/2030	100.0000000
56453RBG8	15406	1	MANTECA CALIFORNIA	20,000.00	83.2900000	16,671.12	2.593	10/01/2032		
566027AV0	15288	1	MARBLE FALLS TEX	20,000.00	99.5000000	19,902.41	4.750	08/01/2036		
57143YCD3	15180	1	MARQUETTE BROWNF	25,000.00	84.7330000	21,359.90	3.670	05/01/2036		
57143YCD3	15181	1	MARQUETTE BROWNF	5,000.00	86.0600000	4,333.39	3.670	05/01/2036		
GC57421FAC1	14497	1	MARYLAND ST DEP	135,000.00	88.3260000	131,682.57	0.806	08/01/2025		
GC-57421FAC1C	14530	1	MARYLAND ST DEP	30,000.00	88.5240000	29,268.23	0.806	08/01/2025		
5742183K7	15546	1	MARYLAND ST HEA	25,000.00	95.9680000	23,992.00	3.309	07/01/2027		
57583UXX1	15407	1	MASSACHUSETTS S	35,000.00	101.1000000	35,382.02	5.353	12/01/2028		
58612HAP5	15409	1	MEMPHIS-SHELBY C	15,000.00	77.7060000	11,664.45	2.680	12/01/2036		
58612HAN0	15454	1	MEMPHIS-SHELBY C	40,000.00	77.6790000	31,089.74	2.530	12/01/2035	12/01/2029	100.0000000
592643DY3	14171	1	MET WA DC ARPT	175,000.00	89.2980000	162,596.54	2.471	10/01/2029		
59333P3R7	14176	1	MIAMI DADE	15,000.00	98.4100000	14,841.80	3.862	10/01/2029		
59333NU68	14183	1	MIAMI DADE	50,000.00	86.8000000	45,634.04	2.036	10/01/2029		
59333P6U7	15410	1	MIAMI DADE	10,000.00	83.6900000	8,375.41	2.649	10/01/2032	10/01/2029	100.0000000
IG-59447TWG4	14425	1	MICHIGAN FIN	15,000.00	83.8900000	13,244.67	3.210	11/01/2030		
594654PZ2	15368	1	MICHIGAN ST HSG	15,000.00	76.8000000	11,537.76	2.444	12/01/2036		
594654UY9	15411	1	MICHIGAN ST HSG	15,000.00	101.9700000	15,293.21	5.552	12/01/2028		
594654PU3	15455	1	MICHIGAN ST HSG	10,000.00	81.5300000	8,158.92	2.114	12/01/2031	12/01/2030	100.0000000
59830RAH5	15532	1	MIDWEST CITY OKLA	10,000.00	97.3950000	9,740.32	4.200	07/01/2028		
IG-602366VP8	14424	1	MILWAUKEE WI	60,000.00	83.5500000	53,074.99	2.870	03/01/2030		
60416UHR9	15261	1	MINNESOTA ST HS	85,000.00	100.0000000	85,000.00	5.223	07/01/2035		
60416UHR9	15267	1	MINNESOTA ST HS	110,000.00	100.0000000	110,000.00	5.223	07/01/2035		
60416UNG6	15369	1	MINNESOTA ST HS	60,000.00	100.0000000	60,000.00	4.977	07/01/2035	01/01/2033	100.0000000
60416T2B3	15478	1	MINNESOTA ST HS	10,000.00	100.9500000	10,094.39	5.364	01/01/2028		
613357CF7	14239	1	MNTGRY CN MD LTD	10,000.00	90.9190000	9,510.69	2.000	11/01/2027		
GC613357CF7	14537	1	MNTGRY CN MD LTD	15,000.00	87.1000000	13,885.54	2.000	11/01/2027		
608557C51	15456	1	MOLINE ILL	15,000.00	80.1800000	12,032.53	3.056	12/01/2036		

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Municipal Bonds										
612193AJ1	14867	1	MONTCLAIR CALIF	10,000.00	79.0800000	8,251.62	2.499	06/01/2031		
612193AK8	15412	1	MONTCLAIR CALIF	20,000.00	83.5600000	16,725.49	2.649	06/01/2032	06/01/2031	100.0000000
612496AZ2	14196	1	MONTEREY CA	15,000.00	95.2500000	14,626.84	2.900	09/01/2027		
61255QAH9	14792	1	MONTEREY CA	135,000.00	81.8900000	116,715.37	1.793	06/01/2029		
61255QAH9	14928	1	MONTEREY CA	25,000.00	79.6200000	20,977.63	1.793	06/01/2029		
612496BC2	15279	1	MONTEREY CA	10,000.00	90.7240000	9,097.05	3.450	09/01/2034	09/01/2029	100.0000000
613601DK6	14209	1	MONTGOMERY COUNTY	105,000.00	87.4200000	95,909.94	2.180	05/01/2030		
IG-613601DK6	14542	1	MONTGOMERY COUNTY	70,000.00	79.3310000	59,699.99	2.180	05/01/2030		
612254CC4	15413	1	MONTE VISTA CALI	10,000.00	84.1190000	8,418.14	2.810	10/01/2032		
61685PEQ7	15414	1	MORENO VALLEY C	10,000.00	82.7200000	8,279.17	2.354	05/01/2032		
61685PER5	15415	1	MORENO VALLEY C	10,000.00	81.6800000	8,174.69	2.504	05/01/2033	05/01/2026	100.0000000
62620HCNOA	14163	1	MUNICIPAL ELECTRIC	50,000.00	88.5900000	46,432.83	2.257	01/01/2029		
62620HCM2	14184	1	MUNICIPAL ELECTRIC	105,000.00	88.9400000	98,584.63	2.117	01/01/2028		
627679JL8	15416	1	MUSKEGON CNTY M	10,000.00	91.0500000	9,108.48	3.858	11/01/2032		
63968MM55	15479	1	NEBRASKA INVT FI	15,000.00	98.6280000	14,795.29	4.560	09/01/2028		
64084FNU1	15507	1	NESHAMMY PA SCH	25,000.00	73.9820000	18,503.13	2.370	11/01/2036		
64990FY65	14185	1	NEW YORK	10,000.00	94.0650000	9,623.88	3.159	03/15/2029		
IG-650367RB3	14396	1	NEWARK NJ	110,000.00	64.9380000	82,770.30	0.100	04/01/2030		
645021CF1	14856	1	NEW HAVEN CONN	10,000.00	80.3800000	8,326.17	2.862	08/01/2032		
64613CEZ7	15417	1	NEW JERSEY ST T	10,000.00	99.4300000	9,944.17	4.608	06/15/2026		
647719QL0	15248	1	NEW ORLEANS LA	30,000.00	76.2100000	23,078.56	2.291	06/01/2036		
647753ML3	15418	1	NEW ORLEANS LA	10,000.00	74.5810000	7,465.19	2.291	12/01/2035		
64988YLC9	14248	1	NEW YORK STATE	20,000.00	91.3550000	19,410.12	1.221	04/01/2026		
IG-64990FY65	14367	1	NEW YORK STATE	35,000.00	88.3400000	32,320.63	3.159	03/15/2029		
64966QCG3	14210	1	NEW YORK NY	30,000.00	91.2910000	28,176.55	2.800	08/01/2030		
IG-64966QCG3	14366	1	NEW YORK NY	125,000.00	83.5900000	110,285.47	2.800	08/01/2030		
IG-64966QCG3A	14381	1	NEW YORK NY	145,000.00	82.5000000	126,784.38	2.800	08/01/2030		
653369W61	15280	1	NIAGARA FALLS NY	5,000.00	101.2200000	5,056.90	5.000	08/15/2028		
64577B8D9	14247	1	NJ ECON DEV	85,000.00	97.6000000	83,971.27	3.470	06/15/2027		
64577B8D9	14819	1	NJ ECON DEV	5,000.00	94.5010000	4,825.27	3.470	06/15/2027		
655867YV5	14308	1	NORFOLD VA	15,000.00	95.5600000	14,841.29	2.130	10/01/2025		
IG-656457NN4	14600	1	NORRISTOWN	20,000.00	89.2300000	18,519.18	3.709	11/01/2029		
667728BA6	14942	1	NW Open Accss WA	185,000.00	77.2400000	149,607.03	2.120	12/01/2030		
64966WFZ5	15542	1	NEW YORK N Y CITY	20,000.00	83.1000000	16,621.16	2.700	02/01/2033		
650009V34	15480	1	NEW YORK ST	10,000.00	93.1460000	9,319.01	2.550	01/01/2028		
650116BA3	15320	1	NEW YORK TRANSN	5,000.00	98.0220000	4,915.63	3.273	01/01/2026		
650116BU9	15508	1	NEW YORK TRANSN	10,000.00	92.3110000	9,233.04	3.673	07/01/2030		
67756DB96	15543	1	OHIO ST HIGHER ED	155,000.00	97.4880000	151,118.16	2.600	12/01/2025		

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Municipal Bonds										
677704E61	15481	1	OHIO UNIVERSITY GEN RCPTS	10,000.00	89.5300000	8,958.17	2.000	12/01/2028		
679225BW1	14240	1	OLMULGEE COUNTY	10,000.00	90.8900000	9,597.83	1.650	12/01/2026		
GC679225BW1	14533	1	OLMULGEE COUNTY	10,000.00	86.0900000	9,346.19	1.650	12/01/2026		
682832GV6	15419	1	ONONDAGA N Y CI	10,000.00	75.5000000	7,556.84	2.691	12/01/2035		
682832GV6	15482	1	ONONDAGA N Y CI	10,000.00	76.9330000	7,697.40	2.691	12/01/2035		
684100AM2	15326	1	ORANGE CALIF PEN	10,000.00	83.8800000	8,426.94	2.550	06/01/2033		
686087X51	14769	1	OREGAN STATE	110,000.00	100.0820000	110,070.85	5.202	01/01/2031		
688028KU2	15420	1	OSCEOLA CNTY FL	20,000.00	103.3600000	20,663.00	6.658	04/01/2027		
68803PDD9	14241	1	OSCEOLA CO	10,000.00	95.6310000	9,710.76	3.632	10/01/2029		
IG-688664PU9	14427	1	OSWEGO IL GO	20,000.00	78.2900000	16,991.79	1.800	12/15/2029		
688664PU9	14758	1	OSWEGO IL GO	10,000.00	83.3570000	8,754.57	1.800	12/15/2029		
692160SJ4	15306	1	OYSTER BAY N Y	10,000.00	80.6960000	8,113.51	2.250	08/15/2035		
70869PNS2	14310	1	PA ECO DEV FA	25,000.00	92.6500000	24,491.30	1.940	12/01/2025		
GC70869PMR5	14445	1	PA ECO DEV FA	150,000.00	86.2210000	141,757.77	1.364	06/15/2026		
70869PNB9	15509	1	PA ECO DEV FA	10,000.00	78.4960000	7,852.20	2.852	06/15/2036		
696089D32	14242	1	PALATINE IL	10,000.00	98.5330000	9,959.76	3.300	12/01/2025		
696624BB0	14188	1	PALM DESERT	145,000.00	97.6300000	142,914.93	3.625	10/01/2028		
70917S2Y8	15235	1	PAST HGR ED FAC	10,000.00	98.5300000	9,920.17	3.500	06/15/2025		
70643UCV9	15311	1	PEMBROKE PINES	10,000.00	99.1410000	9,916.10	4.706	10/01/2033		
IG-707487GT5	14397	1	PENN HILLS	10,000.00	90.9640000	9,345.31	4.750	10/01/2030		
70917TBE0	15483	1	PENNSYLVANIA ST	25,000.00	85.3850000	21,357.43	2.577	05/01/2031		
70869HBE4	15421	1	PENNSYLVANIA EC	10,000.00	86.6600000	8,671.66	2.972	03/01/2032		
717904JP2	15544	1	PHILADELPHIA PA	20,000.00	99.5790000	19,915.87	5.087	03/15/2028		
721901LB0	15371	1	PIMA CNTY ARIZ	5,000.00	90.5600000	4,533.97	1.813	04/01/2028		
721901LB0	15422	1	PIMA CNTY ARIZ	100,000.00	90.4400000	90,529.04	1.813	04/01/2028		
73208PBM2	14801	1	Pomona CA Pen O	15,000.00	85.6690000	13,246.24	3.153	08/01/2031		
73208PBL4	14847	1	Pomona CA Pen O	40,000.00	84.9300000	35,112.43	3.003	08/01/2030		
73208PBM2	14966	1	Pomona CA Pen O	10,000.00	87.5100000	8,919.27	3.153	08/01/2031		
73208PBP5	15205	1	Pomona CA Pen O	10,000.00	87.7500000	8,832.07	3.353	08/01/2033	08/01/2030	100.0000000
IG-735240S38	14398	1	PORT	20,000.00	86.1800000	18,022.15	3.715	07/01/2030		
735000TN1	14197	1	PORT OAKLAND	145,000.00	91.8420000	140,803.42	1.517	05/01/2026		
738769AK4	15423	1	POWAY CALIF PEN	15,000.00	83.2600000	12,499.30	2.499	06/01/2032		
744829EE8	15457	1	PUEBLO CNTY COL	15,000.00	74.0430000	11,113.83	2.307	09/15/2036		
753279GS1	15424	1	RANTOUL ILL	10,000.00	98.4250000	9,847.17	3.550	01/01/2026		
755553G32	14172	1	READING PA GO	10,000.00	89.1600000	9,277.89	2.399	11/01/2029		
IG-755553G32	14368	1	READING PA GO	5,000.00	82.7000000	4,405.57	2.399	11/01/2029		
755553ZG2	15324	1	READING PA GO	35,000.00	100.1700000	35,057.45	4.671	11/01/2031	11/01/2025	100.0000000
757710UK2	15534	1	REDONDO BEACH CA	10,000.00	74.5690000	7,459.57	2.110	08/01/2035		

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Municipal Bonds										
75637PAK3	14795	1	Red Bluff Calif	15,000.00	81.2640000	12,709.25	2.476	07/15/2031		
75637PAK3	14919	1	Red Bluff Calif	10,000.00	77.1700000	8,068.23	2.476	07/15/2031		
7599115C0	15247	1	REGL TRANS AUTH I	10,000.00	81.6420000	8,226.62	2.700	06/01/2035		
76221TPA1	15426	1	RHODE ISLAND HSG	10,000.00	80.5680000	8,064.43	2.390	10/01/2032		
763721AH0	15535	1	RICHLAND FACS C	10,000.00	93.4300000	9,345.30	2.732	03/01/2028		
765531GA0	14199	1	RIGHTON PARK IL	15,000.00	90.7460000	14,015.43	2.950	12/01/2030		
GC768231GK2	14473	1	RIVER GROVE	25,000.00	87.8110000	24,076.43	1.040	12/15/2025		
IG-769036BN3	14399	1	RIVERSIDE	20,000.00	89.6200000	19,183.69	2.490	06/01/2026		
IG-76913CBD0	14428	1	RIVERSIDE	15,000.00	86.7600000	13,704.52	3.120	02/15/2029		
GC76913CBC2	14474	1	RIVERSIDE	20,000.00	88.3000000	18,626.55	3.070	02/15/2028		
GC-76913CBG2	14534	1	RIVERSIDE	15,000.00	88.1120000	13,946.21	3.070	02/15/2028		
IG-769036BN3AB	14544	1	RIVERSIDE	5,000.00	90.9100000	4,819.90	2.490	06/01/2026		
76913CBD0	14759	1	RIVERSIDE	10,000.00	91.8000000	9,416.08	3.120	02/15/2029		
76913CBC2	14817	1	RIVERSIDE	10,000.00	91.6300000	9,413.47	3.070	02/15/2028		
76913CBC2	14820	1	RIVERSIDE	5,000.00	92.1300000	4,728.82	3.070	02/15/2028		
76913CBC2	15141	1	RIVERSIDE	10,000.00	92.6400000	9,396.16	3.070	02/15/2028		
77316QG4	14200	1	ROCKFORD	15,000.00	91.0400000	14,097.59	2.847	12/15/2029		
77316QH44	14869	1	ROCKFORD	20,000.00	81.0460000	16,727.89	3.147	12/15/2032	12/15/2028	100.0000000
777543TZ2	14458	1	ROSEMONT IL	90,000.00	98.3640000	89,565.00	4.750	12/01/2025		
777543YP8	15232	1	ROSEMONT IL	10,000.00	94.2430000	9,520.83	2.213	12/01/2026		
777543YR4	15236	1	ROSEMONT IL	15,000.00	91.4560000	13,832.65	2.646	12/01/2028		
777543YQ6	15484	1	ROSEMONT IL	10,000.00	93.0470000	9,309.30	2.413	12/01/2027		
79467BGA7	14668	1	Sales Tax IL	15,000.00	100.0000000	15,007.58	4.847	01/01/2031		
79467BGA7	14670	1	Sales Tax IL	15,000.00	100.0000000	15,007.58	4.847	01/01/2031		
79467BGA7	14694	1	Sales Tax IL	10,000.00	98.0980000	9,854.21	4.847	01/01/2031		
79467BGA7	14783	1	Sales Tax IL	10,000.00	99.3390000	9,947.16	4.847	01/01/2031		
79467BGA7	14821	1	Sales Tax IL	5,000.00	98.6900000	4,946.95	4.847	01/01/2031		
799381AG3A	14165	1	SAN RAMON	55,000.00	88.5900000	51,275.49	1.870	07/01/2028		
IG799381AH1	14485	1	SAN RAMON	75,000.00	79.3800000	64,591.48	1.980	07/01/2029		
IG-79687DBT1	14429	1	SAN BERNARDINO C	10,000.00	81.0400000	8,710.93	2.382	09/01/2029		
79687DBU8	14848	1	SAN BERNARDINO C	30,000.00	82.0700000	25,626.48	2.482	09/01/2030		
80083EAH4	14870	1	SANGER CALIFORNIA	10,000.00	81.0200000	8,514.69	2.012	07/15/2029		
80083EAL5	14963	1	SANGER CALIFORNIA	10,000.00	81.7600000	8,394.31	2.542	07/15/2032	07/15/2031	100.0000000
79758UAG6	15239	1	SAN FERNANDO CA	10,000.00	90.6400000	9,169.37	1.599	01/01/2028		
79758UAL5	15348	1	SAN FERNANDO CA	15,000.00	83.0700000	12,516.67	2.195	01/01/2032	01/01/2031	100.0000000
79765RQ36	15428	1	SAN FRAN CALIF C	100,000.00	89.0390000	89,067.23	3.950	11/01/2036		
79770GJH0	15512	1	SAN FRAN CALIF C	10,000.00	85.2150000	8,524.61	2.643	08/01/2031		
798544BV3	14189	1	SAN LUIS	50,000.00	88.0000000	46,605.46	1.680	03/01/2028		

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Municipal Bonds										
798544BW1	14212	1	SAN LUIS	10,000.00	87.2700000	9,194.30	1.900	03/01/2029		
798544BX9	14213	1	SAN LUIS	15,000.00	86.2800000	13,597.85	2.030	03/01/2030		
798544BX9	14693	1	SAN LUIS	15,000.00	81.7200000	12,976.14	2.030	03/01/2030		
798544BX9	14790	1	SAN LUIS	30,000.00	83.2530000	26,098.19	2.030	03/01/2030		
798544CC4	15307	1	SAN LUIS	10,000.00	82.8490000	8,325.62	2.630	03/01/2035	03/01/2031	100.0000000
798736AL8	15429	1	SAN LUIS	20,000.00	82.0200000	16,414.27	3.062	09/01/2035		
IG801139AJ	14403	1	SANTA ANA CALIF	50,000.00	76.0800000	41,405.22	2.089	08/01/2030		
801139AE6	14618	1	SANTA ANA CALIF	75,000.00	87.1420000	70,722.34	1.176	08/01/2026		
901139AK2	14871	1	SANTA ANA CALIF	30,000.00	77.1100000	24,236.97	2.189	08/01/2031		
801139AK2	14947	1	SANTA ANA CALIF	10,000.00	78.8300000	8,188.05	2.189	08/01/2031		
801139AK2	15129	1	SANTA ANA CALIF	10,000.00	82.9800000	8,470.91	2.189	08/01/2031		
803097CW2	15430	1	SAPULPA OKLA MU	35,000.00	90.4000000	31,671.30	1.858	04/01/2028		
799381AH1	14803	1	CHARLES SCHWAB 1	10,000.00	85.1200000	8,873.57	1.980	07/01/2029		
80168NHY8	14214	1	SANTA CLARA	80,000.00	84.3510000	71,427.07	1.622	04/01/2030		
IG-80168NHY8	14545	1	SANTA CLARA	115,000.00	77.5000000	96,663.39	1.622	04/01/2030		
80168NHY8	14713	1	SANTA CLARA	10,000.00	81.3600000	8,591.94	1.622	04/01/2030		
816459QY0	14252	1	SELMA AL GO	15,000.00	94.5710000	14,585.69	2.750	07/01/2027		
826239GD1	14174	1	SIERRA CA JT	30,000.00	84.0070000	26,861.01	1.445	08/01/2029		
GC830728VC2	14475	1	SKOKIE IL GO	30,000.00	89.7600000	29,095.66	1.609	12/01/2025		
830728VC2	14770	1	SKOKIE IL GO	75,000.00	92.7110000	73,024.07	1.609	12/01/2025		
834775GZ5	15459	1	SOMERSET KY INDPT	10,000.00	85.2260000	8,525.60	3.700	12/01/2035		
837151XH7	15431	1	SOUTH CAROLINA	15,000.00	90.3000000	13,556.26	2.329	12/01/2028		
837151FV6	15536	1	SOUTH CAROLINA	10,000.00	95.6920000	9,570.01	4.551	12/01/2030		
83755VQ72	15537	1	SOUTH DAKTOA ST	15,000.00	90.2700000	13,544.72	2.215	11/01/2028		
840058VJ7	15485	1	SOUTH SAN FRAN	10,000.00	79.3880000	7,942.23	2.944	09/01/2036		
788250CL0	15334	1	ST CLAIR CNTY IL	25,000.00	82.0600000	20,599.21	2.630	01/01/2034		
790417AQ2	15250	1	ST JOHNS CN FL	10,000.00	87.5980000	8,829.89	2.538	10/01/2030		
861398CR4	15460	1	STOCKTON CALIF	10,000.00	86.9800000	8,701.72	3.188	10/01/2032		
79307TDB3	15349	1	ST PAUL MINN SA	10,000.00	89.8010000	8,994.79	3.887	11/01/2035		
452227SU6	15198	1	ST SIS TAX REV	5,000.00	82.2480000	4,164.98	2.509	06/15/2032	06/15/2031	100.0000000
452227GF2	15242	1	ST SIS TAX REV	30,000.00	98.3870000	29,725.40	3.000	06/15/2025		
86476PE53	15432	1	SUFFOLK CNTY N	15,000.00	92.1600000	13,834.31	2.473	06/15/2028		
87638QRD3	15433	1	TARRANT CNTY TE	15,000.00	82.7200000	12,418.29	2.571	09/01/2032		
882806ES7	15271	1	TEXAS TECH UNIV	35,000.00	99.3202857	34,928.79	2.961	02/15/2025		
886640JK8	15461	1	TIFT CNTY GA HO	100,000.00	76.9280000	76,970.94	2.699	12/01/2036		
88880LAJ2	15434	1	TOBACCO SETLLEME	130,000.00	93.2000000	121,270.37	2.020	06/01/2027		
88880LAH6	15514	1	TOBACCO SETLLEME	15,000.00	95.5100000	14,333.04	1.820	06/01/2026		
88880LAK9	15538	1	TOBACCO SETLLEME	50,000.00	90.8800000	45,454.78	2.351	06/01/2028		

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Municipal Bonds										
891371AH9	15435	1	TORRANCE CALIF	10,000.00	91.3400000	9,141.00	2.422	10/01/2028		
903674BD0	14849	1	UKIAH CALIF PUB	75,000.00	86.1800000	66,695.70	3.076	04/01/2030		
903674BD0	15115	1	UKIAH CALIF PUB	15,000.00	89.1440000	13,581.72	3.076	04/01/2030		
903674BD0	15117	1	UKIAH CALIF PUB	10,000.00	89.3190000	9,066.71	3.076	04/01/2030		
903674BD0	15139	1	UKIAH CALIF PUB	25,000.00	89.3600000	22,669.26	3.076	04/01/2030		
903674BC0	15142	1	UKIAH CALIF PUB	5,000.00	88.5800000	4,494.76	3.076	04/01/2030		
903674BD0	15167	1	UKIAH CALIF PUB	10,000.00	88.7700000	8,990.74	3.076	04/01/2030		
IG-914046N29	14430	1	UNIV AK	35,000.00	83.6500000	31,087.38	2.659	10/01/2029		
IG-914046N29X	14549	1	UNIV AK	15,000.00	85.7500000	13,514.78	2.659	10/01/2029		
91476PUV8	14459	1	UNIV OK REV	80,000.00	89.4700000	78,431.93	1.081	07/01/2025		
916856HC4	14857	1	UPTOWN DEV AUTH	15,000.00	78.8200000	12,285.29	2.681	09/01/2032		
916856HG5	15515	1	UPTOWN DEV AUTH	10,000.00	78.4300000	7,845.56	3.081	09/01/2036	09/01/2031	100.0000000
IG-931557BF9	14409	1	US TREASURY	35,000.00	84.6600000	31,665.38	2.500	08/01/2028		
92812VT55	15290	1	VIRGINIA ST HSG	10,000.00	80.5910000	8,112.65	2.346	02/01/2035		
92812VT48	15321	1	VIRGINIA ST HSG	15,000.00	82.5800000	12,456.23	2.246	02/01/2034	02/01/2030	100.0000000
IG-931557BF8AB	14541	1	WALKER COUNTY	15,000.00	84.1670000	13,518.53	2.500	08/01/2028		
942813AK2	14175	1	WAUCONDIA ILL FIRE	30,000.00	86.5400000	27,123.71	2.358	12/30/2030		
942813AK2	14343	1	WAUCONDIA ILL FIRE	10,000.00	79.4000000	8,495.93	2.358	12/30/2030		
IG-942813AK2	14392	1	WAUCONDIA ILL FIRE	10,000.00	82.3990000	8,711.41	2.358	12/30/2030		
959215FV1	15464	1	WESTERN PLACER CA	10,000.00	92.6200000	9,266.25	2.900	11/01/2028		
956134AV2	14872	1	WEST STANISLAUS	20,000.00	77.9100000	16,349.32	2.130	01/01/2031		
956134AV2	15091	1	WEST STANISLAUS	10,000.00	83.1800000	8,528.51	2.130	01/01/2031		
956134AX8	15444	1	WEST STANISLAUS	10,000.00	81.0700000	8,114.20	2.410	01/01/2033	01/01/2031	100.0000000
956134AX8	15445	1	WEST STANISLAUS	10,000.00	80.7800000	8,085.31	2.410	01/01/2033	01/01/2031	100.0000000
95236PGC8	14202	1	WEST COVINA	100,000.00	95.3540000	99,099.11	2.318	08/01/2025		
976595GY8	15240	1	WI CTR DIST TAX	75,000.00	90.9490000	68,807.52	2.514	12/15/2028		
971252AM3	15150	1	Willows California	25,000.00	80.8400000	20,583.69	2.810	08/01/2032		
971252AM3	15151	1	Willows California	5,000.00	80.6400000	4,106.61	2.810	08/01/2032		
973891HM9	15138	1	Winfield IL	10,000.00	83.0300000	8,490.31	2.100	01/01/2031		
IG-979901GT6	14438	1	WOODRIDGE IL	45,000.00	74.1000000	36,470.12	1.750	12/30/2030		
Subtotal				12,660,000.00		11,483,741.25				
Illinois Funds										
IF71-3914-7479	10052	1	Illinois Funds	80,692,842.88	100.0000000	80,692,842.88	0.016			
Subtotal				80,692,842.88		80,692,842.88				

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Interest Bearing Checking Accounts										
CK#1514619001	11083	1	BUSEY BANK	22,800,307.35	100.0000000	22,800,307.35	1.000			
Subtotal				22,800,307.35		22,800,307.35				
Money Market Accounts										
5400000273	13990	1	1st National Bank of Waterloo	6,017,670.86	100.0000000	6,017,670.86	0.100			
5400001050	14280	1	1st National Bank of Waterloo	4,076,118.11	100.0000000	4,076,118.11	0.150			
XXXXXX3235	13906	1	Associated Bank	4,087,738.97	100.0000000	4,087,738.97	0.150			
903	15012	1	Bank of Belleville	3,145,833.17	100.0000000	3,145,833.17	1.490			
2004-7500	15075	1	Bank of Springfield	2,605,668.61	100.0000000	2,605,668.61	3.500			
680370012	13890	1	Commerce Bank	877,322.20	100.0000000	877,322.20	0.100			
XXXXXX6975	13904	1	Carrollton Bank	1,751,374.40	100.0000000	1,751,374.40	0.750			
2213230184	13940	1	IMET	3,351,502.34	100.0000000	3,351,502.34				
80258	14972	1	IPRIME PMA	211,215.30	100.0000000	211,215.30	5.264			
450542	13778	1	PFM	7,212,549.69	100.0000000	7,212,549.69				
32275108	13771	1	RBC Capiatl Markets	575,954.99	100.0000000	575,954.99	0.010			
40553953	14158	1	CHARLES SCHWAB 1	6,656.53	100.0000000	6,656.53	3.770			
40553953B	14159	1	CHARLES SCHWAB	2,292.27	100.0000000	2,292.27	3.740			
5011623599	13498	1	SIMMONS BANK	8,261,119.32	100.0000000	8,261,119.32	1.750			
ACCT408001274	12631	1	U.S. Bank N.A.	0.00	100.0000000	0.00	0.300			
Subtotal				42,183,016.76		42,183,016.76				
Compounding Int CD										
5430000070	14294	1	1st National Bank of Waterloo	204,575.18	100.0000000	204,575.18	1.000	04/19/2025		
0553	14683	1	1st National Bank of Waterloo	2,159,240.42	100.0000000	2,159,240.42	4.400	02/15/2025		
1092	15082	1	1st National Bank of Waterloo	4,361,729.12	100.0000000	4,361,729.12	4.250	02/20/2026		
5430000063	15223	1	1st National Bank of Waterloo	203,980.25	100.0000000	203,980.25	3.850	07/19/2026		
XXXXXX0056A	15224	1	1st National Bank of Waterloo	211,186.02	100.0000000	211,186.02	4.200	07/19/2025		
5586	15171	1	Associated Bank	540,132.95	100.0000000	540,132.95	4.250	05/04/2025		
7926	15359	1	Bank of Belleville	285,620.02	100.0000000	285,620.02	4.250	05/06/2025		
7934	15360	1	Bank of Belleville	410,625.59	100.0000000	410,625.59	4.250	05/06/2025		
0537	15343	1	Bank of Springfield	112,752.57	100.0000000	112,752.57	4.350	07/09/2025		
867659	15092	1	BUSEY BANK	311,398.88	100.0000000	311,398.88	3.500	03/06/2025		
7234	15301	1	BUSEY BANK	267,244.80	100.0000000	267,244.80	3.450	03/19/2025		
1035K	15111	1	Carroll County	684,677.01	100.0000000	684,677.01	3.265	03/31/2025		
5623	15067	1	Citizens Community Bank	362,515.92	100.0000000	362,515.92	4.910	01/06/2025		
5624	15070	1	Citizens Community Bank	148,688.51	100.0000000	148,688.51	4.910	01/07/2025		

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Compounding Int CD										
5625	15097	1	Citizens Community Bank	1,097,945.24	100.0000000	1,097,945.24	4.750	09/17/2025		
1059	15548	1	Carrollton Bank	549,523.45	100.0000000	549,523.45	3.065	12/05/2025		
CDAR6181	15079	1	Heartland Bank	1,138,727.34	100.0000000	1,138,727.34	4.162	02/26/2025		
6997	15146	1	Heartland Bank	428,258.64	100.0000000	428,258.64	4.500	04/03/2025		
6581	15344	1	Heartland Bank	415,456.25	100.0000000	415,456.25	3.682	10/02/2025		
9065	15073	1	SIMMONS BANK	567,069.48	100.0000000	567,069.48	4.430	07/29/2025		
5053	15074	1	SIMMONS BANK	1,266,273.19	100.0000000	1,266,273.19	4.330	01/28/2026		
51737	15080	1	SIMMONS BANK	3,461,307.39	100.0000000	3,461,307.39	4.430	08/06/2025		
09852	15081	1	SIMMONS BANK	560,487.80	100.0000000	560,487.80	4.330	02/26/2026		
9513	15226	1	SIMMONS BANK	505,822.47	100.0000000	505,822.47	4.620	01/05/2026		
2317	15297	1	SIMMONS BANK	291,572.62	100.0000000	291,572.62	4.140	09/05/2025		
9985	15341	1	SIMMONS BANK	2,642,660.83	100.0000000	2,642,660.83	3.940	10/11/2025		
1273	15342	1	SIMMONS BANK	3,065,551.49	100.0000000	3,065,551.49	3.940	10/16/2025		
1705	15549	1	SIMMONS BANK	549,604.47	100.0000000	549,604.47	2.250	12/06/2025		
Subtotal				26,804,627.90		26,804,627.90				
Total				292,773,735.80		291,244,985.39				

Data Updated: ~REPORT~: 01/22/2025 12:28

Run Date: 01/22/2025 - 12:28

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THE STATE OF ILLINOIS

KNOW ALL BY THESE PRESENT

COUNTY OF ST. CLAIR

INTERGOVERNMENTAL AGREEMENT

BETWEEN THE CITIES OF EAST ST. LOUIS AND BELLEVILLE, AND COUNTY OF ST. CLAIR, IL

2024 BYRNE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD

This Agreement is made and entered into this 27th day of January, 2024, by and between the City of East St. Louis, by and through its governing body, the City Council, hereinafter referred to as the City of East St. Louis, and the City of Belleville, acting by and through its governing body, the City Council, hereinafter referred to as City of Belleville, and the County of St. Clair acting by and through its governing body, the County Board, hereinafter referred to as St. Clair County, State of Illinois, witnessed:

Whereas, this Agreement is made under the authority of the Illinois Intergovernmental Cooperation Act (5 ILCS 22-01, ET SEQ.):

Whereas, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and

Whereas, each governing body finds that the performance of this Agreement is in the best interest of all parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this agreement; and

Whereas, ALL parties agree to the joint allocation of \$45,011.00 to be divided as follows, East St. Louis shall receive \$15,003, the City of Belleville shall receive \$15,003 and St. Clair County shall receive \$15,003 from the JAG award for the 2022 Program; and

WHEREAS, the CITIES and COUNTY believe it to be in their best interests to reallocate the JAG funds.

NOW THEREFORE, East St. Louis, Belleville, and St. Clair County agree as follows:

Section 1.

East St. Louis agrees to use \$15,003*****

St. Clair County agrees to use \$15,003*****

Belleville agrees to use \$15,003*****

Section 2.

Nothing in the performance of this Agreement shall impose any liability for claims against St. Clair County other than claims for which liability may be imposed by Tort Claims Act.

Section 3.

Nothing in the performance of this Agreement shall impose any liability for claims against Belleville other than claims for which liability may be imposed by Tort Claims Act.

Section 4.

Nothing in the performance of this Agreement shall impose any liability for claims against East St. Louis other than claims for which liability may be imposed by Tort Claims Act.

Section 5.

Each party to this agreement will be responsible for its own actions in providing services under this agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 6.

The parties to the Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 7.

By entering into this Agreement, the parties do not intend to create any obligations, express or implied, other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

Section 8.

Each participating unit of government must provide proof of auto insurance for any vehicles purchased using funds from this grant. A copy of each entities insurance policy **MUST** be provided to St. Clair County prior to receiving any funds to purchase vehicles. Participating entities will upon change or renewal of auto insurance policies submit supplemental documentation to St. Clair County Government.

APPROVED

ATTEST

Date _____
Mayor of Belleville, IL

Date _____
City Clerk of Belleville, IL

Date _____
Mayor of East Saint Louis, IL

Date _____
City Clerk of East Saint Louis, IL

Date _____
Board Chairman of St. Clair County, IL

Date _____
County Clerk of St. Clair County, IL

APPROVED AS TO FORM:

Date _____
City Attorney, Belleville, IL

Date _____
City Attorney, East. Saint Louis, IL

Date _____
State's Attorney, St. Clair County, IL

January 27, 2025

Honorable Mark A. Kern, Chairman
St. Clair County Board
10 Public Square, Room B-561
Belleville, IL 62220

County Board Members:

The Salary Claim Sheets for the month of January 2025 are hereby submitted to this Honorable Body for approval by roll call vote.

Respectfully submitted,

FINANCE COMMITTEE
St. Clair County Board

January 27, 2025

Honorable Mark A. Kern, Chairman
St. Clair County Board
#10 Public Square, Room B-561
Belleville, IL 62220

County Board Members:

We, the Claims Subcommittee of the Finance Committee, submit to this Honorable Body the attached Expense Claim Sheet for the month of January 2025.

We have checked all claims charged against the county appearing on the Claim Sheet and believe them to be in order. If there are any changes, we will handle them verbally when the matter comes to the floor of the County Board.

Accordingly, we recommend they be allowed and approved by roll call.

Respectfully submitted,

CLAIMS SUBCOMMITTEE OF THE
FINANCE COMMITTEE

**AN ORDINANCE AMENDING CHAPTER 28 (PERSONNEL CODE) OF THE REVISED
CODE OF ORDINANCES OF ST. CLAIR COUNTY, ILLINOIS**

WHEREAS, the Personnel Chapter of the St. Clair County Code reflects the written policies of St. Clair County for the mutual benefit and understanding of the County and its employees; and

WHEREAS, from time to time, amendment is necessary to update written policies to reflect changes in state and federal law, best practices, and prevailing sentiment; and

WHEREAS, the County Board finds it is in the best interest of all stakeholders to conform its Personnel Code to reflect the changes to written policies and procedures as presented in Exhibit A.

NOW THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF ST. CLAIR COUNTY, ILLINOIS THAT:

Section I: Amendment. Chapter 28 – Personnel Code is hereby amended to read as follows:

See Exhibit A, attached hereto and incorporated by reference.

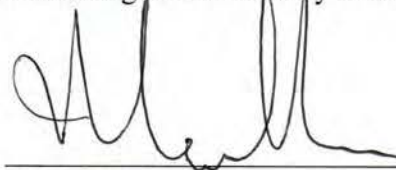
Section II: Inconsistent Ordinances Repealed. All ordinances or parts of other ordinances in conflict with the provisions of this Ordinance shall, to the extent of the conflict, be and are hereby repealed, provided that nothing herein shall in any way excuse or prevent prosecution of any previously existing violation of any ordinance superseded hereby.

Section III: Savings Clause. Nothing in this Ordinance shall be construed to affect any suit, legal proceeding, or cause of action in existence at the time of its passage, nor impact any rights acquired or liability incurred, under any act or ordinance hereby repealed by this Ordinance, nor shall any just or legal right or remedy of any character be lost, impaired, or affected by the Ordinance.

Section IV: Passage and Publication. This ordinance shall be in full force and effect from its passage by the County Board and publication by the County Clerk as provided by law and shall continue in effect and operation until lawfully repealed or amended by the County Board.

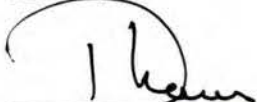
Section V: Severability of Provisions. Each section, paragraph, sentence, clause, and provision of this ordinance is severable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of the ordinance, other than that part affected by such a determination.

APPROVED AND ADOPTED at the regular meeting of the County Board of St. Clair County this 27 day of January 2025.



CHAIRMAN

ATTEST:



COUNTY CLERK



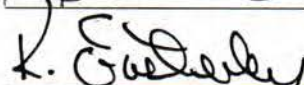
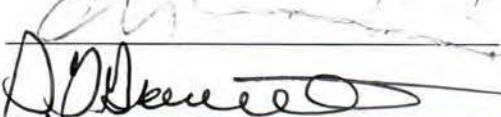
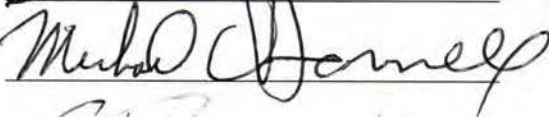
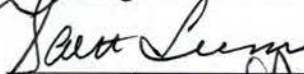
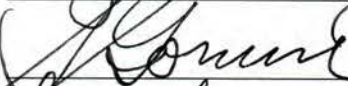
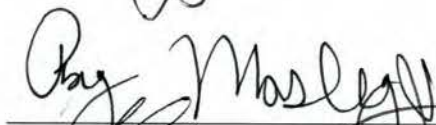
Reviewed by:



Director of Administration



State's Attorney



JUDICIARY COMMITTEE

Exhibit A

Personnel Code (63 Pages Including Index)

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PREAMBLE

The purpose of the Personnel Code is to implement and maintain a uniform system of employment within all departments of St. Clair County. The Personnel Code is designed to provide employees and management with information pertaining to the employment policies and procedures applicable to all County employees.

All policies and procedures in this Personnel Code originally went into effect May 1, 1991, and revisions to the Personnel Code go into effect immediately upon passage by the St. Clair County Board. St. Clair county reserves the right to modify this Personnel Code at any time.

Nothing in this Personnel Code shall be construed to invalidate, diminish, or otherwise interfere with any collective bargaining agreement nor shall it be construed to invalidate, diminish, or otherwise interfere with any party's power to collectively bargain such an agreement.

Employees are expected to read, understand, and follow the provisions of the policies and procedures as outlined in this Personnel Code and are responsible for knowing its contents. Nothing in this Code shall be interpreted to create a contract with the employee. Employees are "at will" and can be discharged at the discretion of the Employer.

Nothing in this Personnel Code shall in any way affect the Employer's right to develop and disseminate information concerning the operations of any department and the employee's job functions, duties and job position description.

Upon adoption by the St. Clair County Board, this Personnel Code shall be the exclusive policy of all departments of St. Clair County concerning terms and/or conditions of employment. All prior Personnel Codes established by St. Clair County or any departments of St. Clair County, shall be considered superseded except that any predecessor Personnel Code or part thereof that does not conflict with this revised code shall be considered in effect.

A copy of this policy shall be distributed by the Human Resources Department (also referred to as the Personnel and Fringe Benefits Department).

Section 1. DEFINITIONS

- A. **COUNTY** – The term “County,” as used in this Personnel Code, means the government of St. Clair County or a political subdivision thereof. For purpose of this Code, the term “County” is synonymous with the term “Employer.”
- B. **EMPLOYER** - The term “Employer,” as used in this Personnel Code, means the government of St. Clair County or a political subdivision thereof.
- C. **EMPLOYEE** - The term “employee,” as used in this Personnel Code, means a person rendering services for St. Clair County, or a political subdivision thereof, and the Public Building Commission, in exchange for payment. For purposes of this Code, an Elected Official or Independent Contractor is not an employee whose personal rights are affected by the Code.
- Some employees are considered union employees and thereby fall under additional parameters covered in their respective Collective Bargaining Agreement. It is important for all employees to understand that a Collective Bargaining Agreement may provide for greater protections than covered by this Personnel Code and that this may result in different employees receiving different treatment by the County. All treatment, whether from the Personnel Code or a supplemental Collective Bargaining Agreement will be non-discriminatory in compliance with all federal or state laws.
- D. **DEPARTMENT** - The term “Department,” as used in this Personnel Code, shall mean the governmental unit for whom the employee is directly working for and rendering services. (For example, Animal Services, Sheriff, Intergovernmental Grants Department are all considered separate departments). All Department Heads must abide by this Personnel Code.
- E. **ELECTED OFFICIAL** - The term “Elected Official,” as defined in this Personnel Code, means the one individual ultimately responsible for all operations of the department. The term “Elected Official” includes County elected public office holders such as Sheriff, State’s Attorney and County Clerk. The term “Elected Official” applies to individuals who are responsible for the operations of the Department and to County elected office holders unless specifically indicated otherwise in this Personnel Code. The Elected Official must abide by this Personnel Code and may designate a representative as being responsible for carrying out the immediate functions as enumerated in this Personnel Code, and that representative, upon designation, shall be considered the Elected Official.
- F. **IMMEDIATE SUPERVISOR** - The term “Immediate Supervisor,” as used in this Personnel Code, shall mean the individual to whom the employee shall immediately report and be responsible for their work. An Immediate Supervisor may be the Elected Official in some situations where there is no additional management structure. In most cases the term “Immediate Supervisor” refers to a management level job position in between the Elected Official/Department Head and an employee.

- G. COUNTY BOARD** - The term "County Board," as used in this personnel manual, shall mean the elected public office holders of the St. Clair County Board.
- H. PROFESSIONAL** - The term "Professional" includes doctors, registered nurses, veterinarians, attorneys, certified public accountants, engineers and employees who possess qualifications to fill positions classified by the Employer as Professional.
- I. UNAUTHORIZED LEAVE** – An "Unauthorized Leave" is defined as a leave taken without permission of the Employer.
- J. DEPENDENT UPON EMPLOYEE** – The term "Dependent Upon Employee" means financial dependence, normally in a live-in arrangement, and claimed as a dependent for federal income tax purposes.

Section 2. EQUAL EMPLOYMENT

- A. NONDISCRIMINATION** - St Clair County is an equal opportunity employer and adheres to the principles and practices outlined in applicable federal, state, and local laws and regulations that prohibit discrimination in employment and hiring. It is the policy and practice of the County to recruit, select, hire, train, promote, demote, terminate, compensate and administer all employment practices without regard to race, color, ancestry, national origin, religion, age, sex, sexual orientation, gender identity, genetic information, marital status, parental status, military service or veteran status, housing status, medical condition, pregnancy, reproductive health decisions, family responsibilities, military status, or physical or mental disabilities unrelated to the ability to perform essential job functions with or without reasonable accommodations (except where a bona fide occupational qualification exists).

In accordance with applicable anti-discrimination laws and regulations, the purpose of the St. Clair County EEO Policy is to ensure that the County provides a workplace free from discrimination and harassment and provide an effective means for the resolution of discrimination and harassment complaints by County employees and applicants for employment. St. Clair County encourages its employees and applicants to raise any concerns regarding the EEO Policy with Human Resources. Retaliation against any person, who makes a report concerning potential violations of the Policy, is expressly forbidden pursuant to the terms of the Policy.

All employees shall adhere to this nondiscriminatory policy.

- B. AMERICANS WITH DISABILITIES ACT (ADA)** - St. Clair County complies with the ADA and provides "reasonable accommodations" to qualified individuals with disabilities, in accordance with applicable law. The County shall not discriminate on the basis of disability in its hiring or employment practices. The Employer shall make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request, unless the accommodation would cause an undue hardship on the operation of the County's business. If an applicant for employment or an employee requests a reasonable accommodation and the individual's disability and need for the accommodation are not readily apparent or otherwise known,

the County may ask the individual for information necessary to determine if the individual has a disability-related need for accommodation. The Employer shall make an individualized assessment of whether a qualified individual with a disability meets the selection criteria for employment. To the extent the County's selection criteria have the effect of disqualifying an individual because of disability, those criteria shall be job-related and consistent with business necessity.

For a complaint procedure to address ADA complaints, please see the Human Resources Department.

C. WHISTLEBLOWER POLICY STATEMENT

It is the policy of St. Clair County to comply with all applicable State and Federal Acts. In accordance with this policy St. Clair County is in compliance with the Illinois Whistleblower Act. A whistleblower as defined by this policy is an employee of the County who reports an activity that the employee considers to be illegal or dishonest to one or more of the parties specified in this policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

Examples of illegal or dishonest activities are: violations of federal, state or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting.

Resolution - If an employee has knowledge of or a concern of illegal or dishonest fraudulent activity, the employee is to contact their immediate supervisor or Department Head to provide information directly or on an anonymous basis to afford the County a reasonable opportunity to review and correct the alleged illegal activity. The supervisor or Department Head should immediately communicate the situation to the Equal Opportunity Officer/ Human Resources Manager.

However, if an employee is not comfortable speaking with their supervisor or is not satisfied with the supervisor's response, they are encouraged to speak with the Department Head, or the Human Resources Manager/Equal Opportunity (EO) Officer. Management staff is required to report suspected violations of the Whistleblower's Act to the EO Officer, who has specific responsibility to investigate all reported violations. All reports shall be promptly investigated and appropriate corrective action shall be taken if warranted by the investigation.

The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination.

Confidentiality - To the extent possible, all information received in connection with the filing, investigation, and resolution of allegations shall be treated as confidential except when it is necessary to disclose particulars in the course of the investigation or when compelled to do so by law.

Report of Outcome - The EO Officer shall notify the complainant and respondent of the outcome of any investigation. Corrective actions associated with the complaint shall be implemented by the respective department.

Section 3. SEXUAL HARASSMENT POLICY

It is the policy of St. Clair County to provide all officials and employees a work environment free of sexual harassment. All employees will receive annual sexual harassment training.

The County believes that job applicants, our employees and our contractors should be treated with utmost dignity and respect by other employees, supervisors, vendors, and customers.

Any form of harassment or discrimination on the basis of race, color, sex, religion, disability, age, national origin, sexual orientation or any other category protected by applicable law will not be tolerated and will result in disciplinary action, up to and including unpaid suspension and / or immediate termination of employment.

Harassment Defined: Harassment as defined in this policy is unwelcome verbal, visual or physical conduct creating an intimidating, offensive, or hostile work environment that interferes with work performance. Harassment can be verbal (including, but not limited to slurs, jokes, insults, epithets, gestures or teasing), graphic (including, but limited to offensive posters, symbols, cartoons, drawings, computer displays or e-mails) or physical conduct (including, but not limited to physically threatening another, blocking someone's way, etc.) that denigrates or shows hostility or aversion towards an individual because of any protected characteristic. Such conduct violates this policy, even if it is not unlawful. Because it is difficult to define unlawful harassment, employees are expected to behave at all times in a professional and respectful manner.

Sexual Harassment Defined: Sexual harassment is unlawful. Sexual harassment can include all of the above actions, as well as other unwelcome conduct, such as unwelcome or unsolicited sexual advances, requests for sexual favors, conversations regarding sexual activities and other verbal or physical conduct of a sexual nature. Some examples of conduct that violate this policy include, but are not limited to:

- Unwelcome sexual advances, flirtations, advances, leering, whistling, touching, pinching, assault and blocking normal movement;
- Sexually explicit e-mails or voicemails;
- Obscene or vulgar gestures, posters or comments; derogatory cartoons and drawings
- Sexual jokes or comments about a person's body, sexual orientation, sexual prowess, or sexual deficiencies.

In particular, sexual harassment includes, but is not limited to, making unwanted sexual advances and requests for sexual favors where either:

- Such conduct has the purpose or effect of interfering with an individual's work performance or creates an intimidating, hostile or offensive working environment; or

- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting the individual; or
- Submission to the suggested conduct is explicitly, or by implication, made a term or condition of employment.

Any employee in a supervisory role who learns of an employee's concern about conduct in violation of this policy, whether in a formal complaint or informally, must immediately report the issues raised to senior management or to Human Resources. We also encourage any employee who feels that they have witnessed or been subject to prohibited harassment or discrimination on any basis to immediately report the matter to their supervisor, any other member of our management team or Human Resources. We support you in reporting harassment or discrimination even if you have not directly or indirectly been confronted. All reports of harassment or discrimination will be thoroughly and discreetly investigated by a member of our management team who is not involved in the alleged incident. The matter will be treated in confidence to the extent feasible.

No employee or job applicant will be disciplined or otherwise retaliated against as a result of making a complaint in good faith or participating in good faith in the investigation of a complaint.

The County will not tolerate any prohibited harassment or discrimination or retaliation and will comply with all applicable anti-discrimination and anti-harassment laws.

The sexual harassment policy shall be read and complied with by all officials and employees.

Section 4. PRE-EMPLOYMENT VERIFICATION POLICY

This policy is intended to serve as a guide relating to the hiring of employees. It is understood that individual Elected Officials are responsible for their hiring policies in accordance with the policies of the County and the needs of their particular office.

- A. GENERAL POLICY** - The County has elected to institute a pre-employment testing and verification process. Although each elected official is responsible for their own hires, certain verifications and tests are required for each newly hired permanent full and part-time employee. The background check may include, among other things, credit reports, social security number verification, work eligibility verification, criminal records checks, public court records checks, driving records checks, educational records checks, employment verification, personal and professional references checks, and licensing and certification checks. Other information may also be gathered as part of the pre-employment verification and testing process for any employee, full or part time, permanent or seasonal. Each employee is subject to a six-month probationary period and results of the pre-employment verification and testing process may impact employment. Results of this process shall remain confidential.

Applicants are specifically informed in writing of any such reference and background checks as part of the hiring process when they apply for employment; and, certain applicants may be required to sign forms authorizing the release of such information in

order to be considered for employment, pursuant to and in compliance with federal and state law. All reference and background checks are directly related to the candidate's potential job and necessary for the County's business. Pursuant to applicable federal and state law, the County performs these checks to verify information applicants provide during the hiring process.

The County shall not ask a job applicant about the existence, nature, or severity of a disability. Applicants may be asked about their ability to perform specific job functions. Medical examinations or inquiries may be made, but only after a conditional offer of employment is made and only if required of all applicants for the position. Genetic testing is not included in any medical examination required by the County. The County does not review, collect, or utilize genetic information gathered during medical examinations as a determining factor for the terms and conditions of employment. Genetic information which may be derived from any medical examination required by the County will only be released to the Employee and any persons authorized in writing by the Employee.

The Company will follow all applicable Fair Credit Reporting Act requirements throughout the background check process. Any questions regarding the Fair Credit Reporting Act must be directed to the Human Resources Manager.

Background check information will be maintained in a file separate from employees' personnel files.

The County complies with all federal, state, and local background check laws and regulations, including all relevant equal employment opportunity laws and regulations. This policy addresses background checks for applicants and employees.

B. REQUIRED VERIFICATIONS

1. **Identity and Criminal Record Check:** The Human Resources Department shall verify the personal identity of each employee with the Social Security Administration to ensure valid social security numbers. Criminal record checks shall also be reviewed by the Human Resources Department except in the case of Airport employees. No applicant will be disqualified for employment based on their conviction record unless the requirements of the Employee Background Fairness Act are met. All Airport employees are subjected to FAA regulations and are screened and fingerprinted. This process is controlled at the Airport by the Airport Security Coordinator designated by the Transportation Security Administration.
2. **Motor Vehicle:** A motor vehicle check is required for all employees who drive during working hours or drive County vehicles. This check includes the verification that the employee has a valid driver's license and other accident and conviction history. Motor vehicle information shall be reviewed annually as long as the employee's job duties include operating a motor vehicle.

C. **OPTIONAL VERIFICATIONS** (May take three or four days to get verification results.)

1. **Employment:** The Human Resources Department shall verify past employment, education, licenses, and degrees listed on the employment application at the request of the office/department head.
2. **Credit Report:** A credit report is required for all employees involved in accounting or cashiering functions, the handling of money, or other positions that may involve responsibility for material value. Other employment positions susceptible to collusion or fraudulent activities may also be considered as a basis for a credit report. These positions requiring a credit report should be documented as part of an office's written policies and may be filed with the Human Resources Department. A credit report may also be requested if an employee changes their job duties to a position that requires a credit check.

A credit report request requires the approval of the employee or potential employee. *The Request, Consent and Authorization for Release of Personal Information* and the *Disclosure* document (all three) must include their signature, social security number, and date of birth.

If available, a job description should accompany the application and verification request.

Section 5. **HIRING POLICY**

- A. **REQUIREMENTS - Employment is based on each applicant's qualifications as compared with the requirements of the available position. Consideration is given to ability, experience, education, and training.**

No consideration shall be given to the applicant's political party affiliation or support in regard to any decisions on hiring, promotion, transfer, or recall.

- B. **DOCUMENTED WORKERS** - The Immigration Reform and Control Act of 1986 (IRCA) bars employers from hiring individuals, including undocumented aliens, who are not legally entitled to work in the United States. St Clair County verifies that individuals are eligible to work by obtaining an Employment Eligibility Verification Form, known as Form I-9.

Form I-9 is used for employees, both citizens and noncitizens, hired for employment after November 6, 1986.

When hired, or within three business days after being hired, employees must provide the County with documents, or a receipt for replacement documents (in the case of lost, stolen or destroyed documents), that show (1) identity and (2) employment eligibility. Employees must also complete and sign Section 1 of Form I-9 attesting under penalty of perjury that they are either U.S. nationals or aliens authorized to work in the United States.

- C. **ST CLAIR COUNTY RESIDENCY** – A full-time employee (including an Elected Official) is required to maintain a bona fide residence (otherwise known as domicile) within St Clair County and is required to live at the residence.

Residence is defined as an employee's actual permanent place of residence, where they normally eat and sleep, and maintain their normal personal and household effects; where the person intends to remain indefinitely; and from where income taxes are filed, and where they maintain a physical presence. An individual's immigration status does not impact residency determination under this policy if the individual has the legal capacity to establish domicile in St Clair County.

Owning or renting property or maintaining space at the residence of a friend or relative within St Clair County while actually residing elsewhere DOES NOT constitute residency within the meaning of this policy. In cases in which dual (or multiple) residency is an issue, the Employer is authorized to make a determination as to which location constitutes the actual residence.

Employees must submit proof of residency to the Human Resources Manager by [DEADLINE]. Employees found to be in non-compliance with this residency policy may be subject to immediate termination.

Employees have the burden of proving legal residency and domicile. The Employer reserves the right to request two or more acceptable documents to verify domicile, one of which must include a government issued photo identification such as a driver's license, military identification, or a passport. Photocopied identification is not acceptable. Additional proof may include but is not limited to a lease, income tax returns, and utility bills.

All probationary full-time employees shall reside in St. Clair County by the end of their probationary period, and all employees who are past probationary period or who do not go through probation shall also reside in St. Clair County, Illinois, within six months of date of hire. Proof of legal residency and domicile shall be required by the end of any extension(s) that may have been granted. This residency requirement shall not apply to non-probationary employees who live outside of St., Clair County as of April 29, 1994, at 5:00 p.m. If, however, any employee living outside of St. Clair County shall change their residence subsequent to April 29, 1994, at 5:00 p.m., then the employee shall establish residency in St. Clair County, Illinois. Any employee who is so required to establish residency in St. Clair County and who does not so reside within St. Clair County, may be terminated from employment.

The Elected Official, or in the case of the Departments without Elected Officials, the County Board Chair has the authority to extend by six additional months, for a total of twelve months, the time in which the employee must establish residency in St. Clair County, Illinois. In the case of probationary employees who are granted an extension of six additional months, the period of probation also extends the six additional months.

In the case of non-probationary full-time employees, further extensions may be granted at the County's discretion.

- D. APPLICATION FORMS** - Applications for positions with a department shall be filed on forms furnished by the Human Resources Department. Upon being offered employment - or promptly thereafter if the applicant does not have a social security number - all successful applicants shall produce an original social security card. If the applicant does not have a social security number at the time of hire, they must apply for one immediately upon being offered employment, or within seven calendar days, and show proof of such application to the Employer; once secured, the social security card shall be immediately presented to the Employer. The Employer may require certificates of competency, licenses, post-offer medical examination, including drug tests, background investigations, references, police checks, motor vehicle reports/driving history, oral interviews, credit checks for personnel in financially sensitive positions, or other evidence of special qualifications. Employees acknowledge and agree that credit and background checks may be done from time to time during their employment. The Employer may reject applications of persons who are found to lack any of the requirements established for the position. Elected Officials shall appoint all personnel to their department. Department Heads shall appoint personnel to their departments with the consent of the County Board Chairman. Selection techniques used shall be at the discretion of the Elected Official. Length of service may be considered among applicants who are County employees. All background investigations, references, police checks etc. shall be centralized and coordinated through the County Human Resources Department to improve quality and ensure compliance. No employee shall be hired and placed on the payroll to receive fringe benefits until all employment-related forms, including but not limited to the employment application forms and Form I-9, are properly completed, and forwarded to the Human Resources Department.
- E. PROMOTIONS** - Employees are encouraged to apply for job openings in higher classifications and shall be considered for promotion to job openings upon written application. All full-time employees may be considered for promotions. Probationary employees may apply, but do not have to be considered, at the discretion of the Employer.
- F. PROBATIONARY PERIOD** - A minimum of six (6) months of employment shall be designated as a probationary period for all employees. The probationary period does not guarantee employment as an employee's employment status is "at will" at all times and the County maintains the right to discharge an employee at its discretion. To assure that new employees are aware of the expectations and functions of their job and to answer any questions the probationary employee may have, a formal evaluation may be made at the end of the probationary period by the employee's supervisor. The probationary period may be extended at the discretion of the Employer.

Vacation and sick leave shall accrue to an employee's record during their probationary period. If a leave is granted to a probationary employee, their probationary period shall be extended by the length of the leave, whether paid or unpaid.

The probationary period also applies to employees who are rehired after previously terminating their employment with St. Clair County. Previously accrued paid leave for any purpose pursuant to Section 8 A of this Code that had not been used by the employee shall be reinstated for employees rehired within twelve (12) months of their termination date. Employees rehired by the County within three (3) years of their termination date may be eligible for the accrual rate of benefits they earned at termination of their previous employment with the County. Eligibility for benefits lies within the discretion of the Employer.

An employee may be terminated at any time as determined solely by the Employer. Probationary employees who are dismissed do not have redress through the complaint procedure. In the event that employment is terminated during the probationary period, any accrued benefits, leave time, etc., with the exception of vacation, shall be lost.

All probationary employees not supplying proof of residency in St. Clair County by the end of the probationary period shall be terminated for failure to live within St. Clair County. For probationary employees who have been granted an extension of time to establish residency, the probationary period also is extended by the same time period.

Section 6. WAGES AND CLASSIFICATIONS

A. EMPLOYMENT CLASSIFICATIONS - Employees are classified according to the following guidelines:

Salaried Exempt: This classification includes all Elected Officials and may include certain employees if they meet certain job duty requirements (e.g., professional, executive, administrative, etc.). Salaried Exempt employees are paid at a fixed salary rate and earn more than the minimum amount required under the federal Fair Labor Standards Act. Salaried Exempt employees are not entitled to payment of overtime. The workload shall dictate the number of hours worked for Salaried Exempt employees.

Non-Exempt Employees: Employees are classified as “non-exempt” when they do not meet the criteria for being exempt, for example by being paid on an hourly basis or having job duties that do not meet the criteria for an exemption (e.g., most clerical and non-management production and service positions). Non-exempt employees are entitled to payment of overtime at a premium rate as determined by applicable state and federal laws.

Full-Time Hourly: Those employees scheduled to work a minimum of thirty-seven and one-half (37.5) hours per workweek on a continuous basis. Full-time employees are eligible for overtime pay and compensatory time.

Part-Time Hourly: Those employees scheduled to work less than thirty-seven and one-half (37.5) hours per work week on a continual basis. Part-time employees are eligible for overtime pay and compensatory time.

Special Assignment, Professionals: Professionals and those employees hired for a specific project for a limited period may include those hired to fill in summer vacations,

illness and the like. Such employees are hired with the understanding that their employment is to terminate upon completion of the project or at the end of the period. Special Assignment may be either full time or part time as determined by the requirements of the job. Professional employees are not entitled to overtime and compensatory time, but may be entitled to other benefits.

Special Assignment, Nonprofessional: Nonprofessional employees are like the special assignment, professional employees except that nonprofessional are entitled to overtime and compensatory time, but not to benefits.

Volunteers: Those individuals who accept on an unpaid basis various work assignments for any department. These individuals receive no wages nor benefits.

B. SALARY BASIS SAFE HARBOR PROVISION

Exempt Employees

St. Clair County designates each employee as either exempt or nonexempt in compliance with applicable federal and state law. Employees who are designated as exempt are paid a fixed salary regardless of the number of hours worked each week and are not entitled to overtime pay, unless accounted for in an applicable Collective Bargaining Agreement. St. Clair County will not take any deductions from exempt employees' salaries except those allowed by applicable federal and state law.

Payroll Deductions

St. Clair County is required by applicable state and federal law to make certain deductions from your pay each pay period. For example, deductions from pay are permissible for federal and state income taxes, social security (FICA) taxes, deductions required by wage garnishment or child support orders, or for unpaid disciplinary suspensions of one or more full days imposed in good faith for workplace conduct rule infractions. Also, an employer is not required to pay the full salary in the initial or terminal week of employment, or for weeks in which an exempt employee takes unpaid leave under the Family and Medical Leave Act.

St. Clair County also may deduct from your pay your employee contribution to your insurance premiums and voluntary contributions to an applicable retirement plan.

St. Clair County prohibits deductions from an exempt salaried employees' pay except as allowed under the FLSA and applicable state law.

Complaints

You should review each paycheck for errors. If you have questions about any deductions from your pay, believe improper deductions have been made from your pay, or believe that your pay is otherwise incorrect, you must report your concern to the Human Resources Manager immediately in writing, preferably to the following email address: hrrms@co.st-clair.il.us. St. Clair County will promptly investigate all complaints of paycheck errors. If St. Clair County has taken any improper deductions from your pay, or otherwise made any errors in paying you, it will promptly take corrective action, including reimbursing you for any improper deductions as soon as practicable. In

addition, St. Clair County will take reasonable steps to ensure that the error does not recur in the future.

St. Clair County prohibits and will not tolerate retaliation against any employee because that employee filed a good faith complaint under this policy. Specifically, no one will be denied employment, promotion, or any other benefit of employment or be subjected to any adverse employment action based on that person's good faith complaint about an improper wage payment or deduction. In addition, no one will be disciplined, intimidated, or otherwise retaliated against because that person exercised rights under this policy or applicable law. If you believe you have been the victim of retaliation in violation of this policy, report your concerns to the Human Resources Manager, preferably to the following email address: hrms@co.st-clair.il.us.

- C. **PAYCHECKS** - Employees shall receive their paycheck on a biweekly basis. Employees shall work at least two weeks before being paid, creating a two-week lag, which shall be paid upon termination of employment. The paycheck actually issued shall be for the preceding pay period.
- D. **COMPENSATION** - The basic rate of pay shall generally be set forth in the "Budget Ordinance" adopted by the County Board, and as periodically amended at the County's discretion
- E. **OVERTIME** – Overtime is available to employees who work more than forty (40) hours in a workweek. Overtime is compensated at one and one-half times the regular rate of compensation, based on hours actually worked, and not including leave time or other benefit time (jury/witness duty, bereavement). Employees covered by this code, except Salaried Exempt employees, shall receive compensatory time off for overtime worked, at the rate of one and one-half (1½) times the number of hours worked over forty (40) hours in a week. Overtime work must be authorized by an employee's supervisor.
- F. **COMPENSATORY TIME** - Employees may accumulate up to a maximum of 240 hours of compensatory time in one year. If the employee is working in a public safety activity, an emergency response activity, or seasonal activity, the employee may accumulate up to a maximum of 480 hours of compensatory time for hours worked per calendar year (January through December). Employees can carry a maximum of 80 hours of compensatory time to be used by July 1 of the following year. The Employer may schedule compensatory time off to ensure compliance with this policy. All requests for accrual of compensatory time in excess of 240 hours or 480 hours as applicable, is to be approved by the Human Resources Manager.

All employees who resign, retire, or are discharged and who have unused compensatory time, shall receive cash in lieu of compensatory time as part of their final pay, based on their regular rate of pay; length of service shall not be extended by unused compensatory time after termination of employment.

- G. **SALARY INCREASES** - Employees are eligible for a salary increase after the completion of the probationary period. Salary increases lie within the sole discretion of

the Elected Official or the County Board Chairman, whichever is appropriate, as set forth in the annual budget ordinance.

Section 7. HOURS OF WORK

- A. WORK WEEK** - Each Elected Official or Department Head shall determine the work week for their own department. Each Elected Official or Department Head must allow for continuous operation of the department or office.

No work shall be performed at home, without prior approval of the Employer.

Prior approval by the employee's immediate supervisor or Department Head is necessary for any employee to work early or stay late to do work-related activities. All overtime must be approved in advance by the Employer.

- B. LUNCH** - The following shall apply for lunches:

Each Elected Official or Department Head shall establish the lunch schedule for their own department.

Each Elected Official or Department Head shall stagger the hours of the department staff during the lunch period to allow for continuous operation of the department or office. Employees who work for 7 1/2 continuous hours will have at least 20 minutes for a meal period no later than 5 hours after the start of the work period. An employee who works more than 7 1/2 continuous hours shall be entitled to an additional 20-minute meal period for every additional 4 1/2 continuous hours worked. Lunch periods may not be taken at the end of the day or in conjunction with a rest period. Travel time to and from any eating place is included in the lunch period. The lunch break cannot be used for compensatory time or as a substitute for tardiness.

- C. TIME AND ATTENDANCE** - Regular and punctual attendance at work is required. Each department shall maintain accurate daily attendance records. Tardiness or other abuse of regular attendance shall not be tolerated and shall result in disciplinary action up to and including dismissal and docking of pay. Tardiness includes an employee failing to be at their work station at the beginning of the shift or failing to return from break at the prescribed time. The attendance records shall indicate information in order to properly pay employees for actual work performed. An employee shall have the right to review their attendance record on file in the department. Any employee reporting directly into a field operation at the beginning of the work shift shall be required to notify their immediate supervisor, preferably the day before or at the beginning of the work shift, and inform the supervisor of the estimated time of arrival at the site. An employee leaving the office on business during the workday shall record their time of departure and destination. Employees who fail to report back from the field by close of the business day would normally be required to call in within one hour before the close of the business day to receive any messages.

Sign-in sheets and time clocks are used for documenting time worked. An employee is not permitted to sign in or out for another employee, nor may one employee clock in or

out for another employee, unless expressly directed to by a supervisor. Employees required to use a time clock shall clock in only when they begin to work. When an employee stops working, they shall clock out. Falsifying time worked is an offense for which an employee shall be disciplined, up to and including termination of employment. Other than waiting in line for another employee to use a time clock, clocking in earlier than the employee begins to work, or clocking out later than when work ends, are considered falsification of time worked. This time allowance does not excuse tardiness or leaving early; employees are expected to begin work at the beginning of their scheduled shift and remain on the job until the end of their shift. If the employee misses an entry into the timekeeping system, the employee shall notify the supervisor as soon as possible. The supervisor shall manually enter the employee's work hours. Employees who consistently miss time clock entries shall be subject to disciplinary action.

An employee shall, whenever possible, provide advance notice of absence from work. In the case of an emergency which requires the employee to leave work prior to receiving approval from their supervisor, the employee must make all reasonable efforts to request leave from their supervisor before leaving and in the case a supervisor cannot be reached, make all reasonable efforts to inform the supervisor as soon as possible.

When County offices and buildings are open, but inclement weather prevents employees from reaching the buildings, employees may account for such absences by using accrued time such as vacation and compensatory time earned, or the employee may elect to be docked for time off, subject to approval by the Employer. Sick leave may not be used to cover absence due to inclement weather.

If employees are sent home, or if County offices are closed due to no electricity, heat, water or other reasons and the employees are notified by the Employer not to come to work, then those employees shall be paid as a regular workday. However, if an employee has already scheduled the day off and is using sick, comp or vacation time, then this time shall stay as originally scheduled.

- D. HOLIDAY PAY** - All full-time hourly and salaried exempt employees shall have time off with full pay on a day designated as a holiday by the St. Clair County Board.

If a designated holiday falls on an employee's regularly scheduled day off, the employee shall be entitled to an additional day off. When the holiday occurs during an employee's vacation, time off on the holiday shall count against holiday time instead of vacation time. For instance, if July 4 falls on a Monday of an employee's vacation week, that Monday shall be charged as a holiday, and Tuesday through Friday shall be charged to the employee's vacation leave; resulting in the employee using one holiday and four vacation days.

All employees covered by this Code who are required to work on an official Holiday shall receive compensatory time at straight-time rates on the Holiday, up until actual hours worked exceeds 40 hours per week, and then receive comp time at time and one-half for hours in excess of 40 hours per week, unless the Employer approves overtime compensation in the form of monetary pay. If the employee fails in a timely manner to

request compensatory time off for a holiday accrued during vacation or a regular day off, the Employer reserves the right to assign the compensatory time off.

For an employee working on a board-designated holiday, the employee's paycheck shall reflect hour-for-hour comp time credit for the time worked, and the regular straight-time rate of pay for actual hours worked on the holiday. Effectively then, employees working on designated holidays receive double time (comp time credit plus payment for time worked on the holiday), or, if time worked on the holiday is in excess of 40 hours actually worked in a work week, then the rate is 2½ times pay (hour-for-hour comp time plus overtime rate of time and one-half).

The term "last scheduled workday" means the employee's full day of work.

To be eligible for holiday pay, the employee must work both the full day before and the full day after the holiday; with the exception of absences for good cause that are approved by the Employer. Examples of this exception include Department Head approving use of comp time or vacation time the day before or after the holiday, or the Department Head approving sick time off the day before or the day after a holiday. The Department Head shall exercise their judgment as to whether the time off for sickness or hospitalization is for "good cause" consistent with the sick leave policy.

Section 8. LEAVE

The County may require employees to use vacation, sick leave, comp time or any other types of accumulated or accrued benefits during the time the employee is on leave without pay status. Any employee off from work more than three consecutive days shall complete Request for Leave forms.

- A. VACATION** - Full-time hourly and salary exempt employees are entitled to annual vacation with pay. Vacation shall be granted to employees who have been employed by the County on a continuous basis. The twelve (12) month vacation year begins on the employee's date of employment, and on succeeding anniversary dates. It is highly recommended that each employee take at least one week continuous vacation. During said vacation, another employee shall perform the duties of the employee on vacation. This encourages cross-training and an appreciation of the duties of fellow employees.

Employees accrue ten days of vacation per year of continuous service, beginning on their first day of employment. New employees become eligible for paid leave under this section either ninety (90) days following the commencement of their employment, or March 31, 2024 – whichever is later. Fifteen days of vacation begins accruing after completion of five or more years of continuous service. Twenty days of vacation begins accruing after completion of twelve or more years of continuous service.

Forty (40) hours of paid leave may be used for any purpose. Seamless workflow is important to functionally maintain all County operations. To minimize disruption, leave requests are subject to County operational necessity and can be denied accordingly.

Scheduling: Scheduling and use of vacation must be approved by the Employer, subject to the details of this policy.

Accrued vacation will be capped at two times an employee's yearly potential accumulation of leave, and must be used within 24 months of posting, except for vacation accumulated prior to the first effective date of this Personnel Code. Such accumulated vacation may be retained by the employee.

Employees may determine how much paid leave they need to use; however, employees cannot use less than (2) hours increment per day.

If use of the paid leave for any purpose is foreseeable, the employee must provide seven (7) calendar days' notice before the date the leave is to begin. For all other available leave, the County encourages employees to give as much notice as possible for the County to be able to ensure that scheduling needs can be met. If paid leave for any purpose is not foreseeable, the employee shall provide notice as soon as it is practicable after the employee becomes aware of the necessity of the leave. Unless the employee notifies otherwise according to the procedure outlined below, leave for any purpose under this section shall be exhausted before any and all of the employee's other available paid leave. The employee must provide written notice to their direct supervisor, manager, or Department Head – depending on who the employee reports to.

Pay: Employees shall be entitled to full pay at the regular straight-time rate of compensation during the vacation period. No vacation pay shall be paid at the overtime rate nor shall vacation leave count as time worked for overtime purposes.

Termination: All employees who resign, retire, or are discharged, and who have unused vacation leave, shall receive cash in lieu of vacation time off as part of their final pay, based on their regular rate of pay. An employee's length of service shall not be extended by unused leave.

- B. PAID LEAVE FOR PART-TIME EMPLOYEES** – All employees not covered under the Vacation policy, including part-time employees, shall earn and be entitled to use up to forty (40) hours of paid leave over the course of a twelve (12) month period. The paid leave may be used for any purpose. Seamless workflow is important to functionally maintain all County operations. To minimize disruption, leave requests are subject to County operational necessity and can be denied accordingly.

Employees under this section accrue leave at the rate of one (1) hour for every forty (40) hours worked, up to a maximum of forty (40) hours per twelve (12) month period. Employees may carry over all unused paid leave from year-to-year, but an employees' accrued leave shall never exceed forty (40) hours at any given time. Exempt employees are deemed to work forty (40) hours in each workweek unless their regular workweek is less than forty (40) hours, in which case paid leave accrues based on the employees' regular workweek. Employees may determine how much paid leave they need to use; however, employees cannot use less than a (2) hours increment per day.

Employees become eligible for paid leave under this section either ninety (90) days following the commencement of their employment, or March 31, 2024 – whichever is later.

If use of the paid leave is foreseeable, the employee must provide seven (7) calendar days' notice before the date the leave is to begin. If paid leave is not foreseeable, the employee shall provide notice as soon as it is practicable after the employee becomes aware of the necessity of the leave. Unless the employee notifies otherwise according to the procedure outlined below, leave under this section shall be exhausted before any and all of the employee's other available paid leave. The employee must provide written notice to their direct supervisor, manager, or Department Head – depending on who the employee reports to.

On termination of employment for any reason, employees forfeit any unused paid leave provided under this section.

Nothing in this Additional Paid Leave policy shall be deemed to affect the validity or change the terms of bona fide collective bargaining agreements in effect on January 1, 2024.

- C. **SICK LEAVE** – All full-time and salary-exempt employees shall earn sick leave at the rate of two-thirds (2/3) day for each month's service. Earned sick leave shall be posted bi-weekly. Employees shall be allowed to carry over from year to year any unused sick leave accumulating up to a maximum of 36 days. At retirement, any yearly carryover of unused sick leave plus any sick leave in excess of 36 days, may be used for contributions to Illinois Municipal Retirement Fund in accordance with IMRF Rules and Regulations.

Sick leave is intended for nonservice-connected illness or disability which renders an employee unable to perform their duties. Sick leave may be used for illness, disability, injury, quarantine, appointments with doctors, dentists, or other professional practitioners, of the employee or a member of the employee's covered family who is dependent upon employee. Covered family member includes an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

Restrictions: Sick leave shall not be used for purposes of an extended vacation, weekend, or holiday. Sick leave cannot be used as a substitute for vacation leave. Employees shall not exercise use of earned sick leave until completion of a minimum of 25 continuous workdays of employment. Sick leave shall be accrued before it may be used.

Otherwise, time off shall be charged to the employee's accrued vacation leave time, or at the option of the Employer, shall be taken as leave without pay. Sick days are accrued during probation. Sick time shall be deducted for no less than one-hour increments. No sick leave in excess of three consecutive days shall be authorized unless approved by the Employer.

The Employer or **individual Elected Officials** shall establish notification requirements for taking sick leave.

The employee shall state the location of confinement and the telephone number where the employee can be reached. The employee must also state whether the absence is claimed to be from a work-related injury. Supervisors are to be kept informed daily, whenever possible. Employees shall inform their supervisors of any work-related injury.

In order to continue active work assignments or to resume work after an illness, injury or disability, an employee MUST provide the department with a written physician's statement releasing the employee to assume activities and responsibilities of their job when:

1. returning to work after prolonged illness of more than three consecutive days;
2. returning to work from an extended leave of absence;
3. returning to work after a diagnosed communicable disease;
4. and when a potentially disabling illness, injury or condition has been incurred.

Illness or Injury at Work: Any employee who is ill or injured on the job shall immediately notify the supervisor, who may require the employee to be transported to a hospital for examination by a physician or surgeon.

Maternity: Pregnancy shall be considered the same as any short-term disability, and request for pregnancy leave shall be made through the disability leave clause. Request for parental leave following childbirth shall be made through the LEAVE OF ABSENCE clause, Subsection 8, C, Family and Medical Leave Act.

D. BEREAVEMENT LEAVE

Employees may take up to ten (10) days of unpaid leave eligible in the case of the death of a covered family member. For the purposes of this policy, an eligible employee means an employee who has been employed by the County for at least 12 months and for at least 1,250 hours of service within the preceding 12 months. For purposes of this policy, a covered family member includes an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent. Covered employees may use up to 10 days of unpaid bereavement leave to:

- Attend the funeral of a covered family member.
- Make arrangements necessitated by the death of a covered family member.
- Grieve the death of a covered family member.
- Covered employees may also be absent from work for up to 10 days unpaid due to a following event:
 - An unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure.
 - A failed adoption match or an adoption that is not finalized because it is contested by another party.
 - A failed surrogacy agreement.

- A diagnosis that negatively affects pregnancy or fertility.
- A stillbirth.

If additional time is needed beyond the 10 of days granted, employees may use accrued but unused any accrued sick leave. Bereavement leave for a non-covered family member will require the use of a vacation day or time off without pay. Bereavement leave beyond that provided for in this policy may be granted at the County's discretion and on a case-by-case basis.

Bereavement leave must be completed within 60 days after the date on which the employee receives notice of the qualifying event listed above. Employees must provide at least 48 hours advance notice of their intention to take bereavement leave unless providing notice is not reasonable and practicable.

Employees are responsible for requesting bereavement leave from their supervisor. The employee must provide reasonable documentation supporting the need for bereavement leave. The County will not require employees to identify which category of event the leave pertains to in order to grant leave. In the event of a death of a covered family member, reasonable documentation includes a death certificate, published obituary, or written verification of death, burial, or memorial services. Reasonable documentation for covered events related to pregnancy, adoption, surrogacy, and fertility includes a form provided by the Illinois Department of labor to be filled out by a healthcare practitioner.

- E. EXTENDED BEREAVEMENT LEAVE** - If a full-time employee who has worked for the County for at least 2 weeks experiences the loss of a child by suicide or homicide, the employee will be entitled to use up to 12 weeks of unpaid leave. Such leave may be taken in a single continuous period or intermittently in increments of no less than 4 hours, but leave must be completed within one year after the employee notifies the County of the loss. The County will require reasonable documentation supporting such leave. Employees must give reasonable advance notice of the employee's intention to take leave, unless providing such notice is not reasonable. This policy does not extend the maximum period of leave to which an employee is entitled under the FMLA or any other paid or unpaid leave.

- F. LEAVE OF ABSENCE** - An employee who is on an approved leave of absence does not earn vacation or sick time, unless they are using vacation, sick or comp time while on leave.

Any employee maintaining their employee benefits while on leave of absence from the County is strictly prohibited from engaging in any outside employment for compensation, unless authorized by the County. Any employee in violation of this provision shall be subject to immediate termination of all benefits, including health and life insurance; reimbursement of insurance premiums to the County; and suspension and/or termination from employment. (Nothing in this Section shall supersede or conflict with Section 8 C.2.)

Employee shall be granted an excused leave of absence for the following:

1. **Military:** Any full-time, salary-exempt or part-time employee who is a member of a Reserve component of the Armed Service, the Illinois National Guard, or the Illinois Naval Militia, shall be accorded benefits consistent with The Uniformed Services Employment and Reemployment Rights Act of 1994 as amended (USERRA 38 U.S.C. 4301-4335), including the Civilian Reservist Emergency Workforce Act of 2021 amendment, and/or the Illinois Service Member Employment and Reemployment Rights Act (330 ILCS 61).

To be eligible for military reserve leave or emergency call up pay, the employee must provide St. Clair County with a certificate from the commanding officer of the employee's unit that the leave taken was for either such purpose.

Full-time employees entering into military service as a result of voluntary enlistment, induction into the service by draft, or conscription shall be afforded all of the privileges provided by State and Federal Statutes.

2. **Jury Duty:** An employee shall be excused from work for days in which the employee serves on Jury Duty. The employee shall receive their regular pay for jury service. The employee must present proof of jury service and the amount of pay received should be turned over to the County Treasurer. The employee shall also turn over to the County any expense allowances paid by the court, if the jury duty is located at the St. Clair County Courthouse. If an employee is given an early release from jury duty, the employee shall then report to their regular work assignment.
3. **Witness:** An employee shall be excused from work when lawfully subpoenaed to serve as a witness. The employee must present written proof of the summons to testify to qualify for an excused absence. Notice to the employee's supervisor should be made in advance of appearing in court. An employee's excused absence from work shall be on an unpaid basis, unless the employee's witness activity is work related and the witness activity is requested by the County. The employee shall turn over to the County any witness fee when the employee's witness activity is work related. The employee may choose to use a vacation day, if the witness activity is not work-related.
4. **Voting:** An employee may take paid voting leave for up to two (2) hours if the employee's working hours begin less than two (2) hours after the opening of the polls and end less than two (2) hours before the closing of the polls. The County may specify the hours from which the employee may be absent to vote. Employees must request voting leave prior to the day of the election to be eligible for voting leave.
5. **Domestic or Crime of Violence Leave:** In accordance with the Illinois Victims' Economic Security and Safety Act (VESSA), the County offers eligible employees unpaid domestic, sexual, gender, or crime of violence leave, for a qualifying reason, with a guarantee of restoration to the same or an equivalent

position on return from leave. Employees must comply with the terms and conditions set forth in this policy.

An employee is eligible for leave if you are the victim of domestic, sexual, or gender violence or have a family or household member who is the victim of domestic, sexual, gender, or a crime of violence. "Family or household member" means a spouse or party to a civil union, parent, grandparent, child, grandchild, sibling, or any other person related by blood or by present or prior marriage or civil union, other person who shares a relationship through a child, or any other individual whose close association with the employee is the equivalent of a family relationship as determined by the employee, and persons jointly residing in the same household.

Domestic violence leave is available to:

- Seek medical attention for, or recover from, physical or psychological injuries caused by domestic, sexual, or gender violence against you or your family or household member.
- Obtain victim services for you or your family or household member.
- Obtain psychological or other counseling for you or your family or household member.
- Participate in safety planning, including temporary or permanent relocation or other actions to increase your or your household or family member's safety from future domestic, sexual, or gender violence.
- Seek legal assistance to ensure the health and safety of you or your household or family member, including participating in court proceedings related to the violence.
- Take any other actions to increase your or your family member's or household member's safety from future domestic, sexual, or gender violence or ensure economic security.

Crime of violence leave is available to:

- Attend the funeral, an alternative to a funeral, or the wake of a family or household member killed in a crime of violence.
- Make arrangements for a family or household member killed in a crime of violence.
- Grieve a family or household member killed in a crime of violence.

Eligible employees may take up to twelve weeks of unpaid domestic violence leave within any 12-month period. Leave is based on a rolling 12-month period, looking back from the date the leave would begin. Leave under this policy may be taken intermittently (in separate blocks of time) or as reduced schedule leave.

Eligible employees may take up to two weeks of unpaid crime of violence leave, which must be completed within 60 days after the date on which the employee receives notice of the death of the victim. Employees eligible for unpaid

bereavement leave pursuant to Section 8(D) of this Personnel Code as a result of the death of the victim are not entitled to take additional unpaid bereavement leave pursuant to this policy. The 12 weeks of domestic violence leave pursuant to this policy will not be diminished for employees taking unpaid leave pursuant to a crime of violence under this policy or unpaid bereavement leave pursuant to Section 8(D) of this Personnel Code. However, if an employee is not entitled to unpaid bereavement leave pursuant to Section 8(D), the two weeks of unpaid crime of violence leave will be deducted from the twelve weeks of domestic violence leave employees are otherwise entitled to under this policy.

Domestic and crime of violence leave is unpaid leave. However, you may substitute accrued and unused vacation time for the unpaid leave. The substitution of paid vacation does not extend the leave period, but runs concurrently with it. Likewise, leave under this policy runs concurrently with any leave available under the federal Family and Medical Leave Act (FMLA).

Eligible employees must provide the County with at least 48 hours' advance notice of the need for leave. If 48-hour notice is not practicable, notice must be provided as soon as possible.

Certification of Need for Leave:

To request domestic or crime of violence leave, you must supply Human Resources with a sworn statement that you or a member of your family or household is a victim of domestic, sexual, gender, or a crime violence and that leave is necessary for a specific qualifying reason. In addition, the County may require the following supplemental information:

- Documents from a victim's services organization, member of the clergy, or medical professional from whom the employee or family or household member has sought assistance.
- A police report or court record.
- A death certificate, published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency, documenting that a victim was killed in a crime of violence.
- Other corroborating evidence.

You must request this information within a reasonable time period and provide it to Human Resources as soon as you receive it. Your full cooperation to obtain this supplemental information is required under this policy.

During leave, where applicable, you must provide periodic reports (at least every 30 days) about your status and any change in your plans to return to work.

During an approved domestic or crime of violence leave, the County will maintain your health benefits as if you continue to be actively employed. If you

choose not to return to work at the end of the leave period, you must reimburse the County for the cost of any health benefit premiums paid to maintain your coverage during the leave, unless you cannot return to work because of continuation, reoccurrence, or onset of domestic, sexual, gender, or a crime of violence against a family or household member, or other circumstances beyond your control.

6. **Family and Medical Leave Act:** An employee is eligible for a leave of absence through the Family and Medical Leave Act (FMLA) of 1993 if they have worked for the County at least twelve months and must have worked at least 1,250 hours over the previous twelve months immediately preceding the leave. Eligible employees are allowed up to twelve weeks of leave per twelve-month period following the birth of a child; the placement of a child for adoption or foster care; the serious health condition of the employee or an immediate family member (defined for purposes of this Family and Medical Leave Act situation as including the employee's child, spouse or parent); or for any qualifying exigency arising out of the fact that a covered military member (i.e., a member of the National Guard or Reserves who is the employee's son, daughter, parent or spouse) is on active-duty or call-to-active-duty status. The leave for birth or placement of the child must take place within twelve months of the birth or placement. Eligible employees are allowed up to twenty-six weeks of leave in accordance with the military caregiver provisions of FMLA to care for a seriously ill or injured covered service member.

For all situations except military caregiver leave, eligible employees may take up to 12 weeks of unpaid leave in a 12-month period. The 12-month period is a rolling 12-month period measured backwards from the date the employee goes out or will go out on leave.

For military caregiver leave, eligible employees may take up to 26 weeks of unpaid leave during a single 12-month period; measured forward from the date the employee's first FMLA leave to care for the covered service member begins. During this single 12-month period, an eligible employee's FMLA leave entitlement is limited to a combined total of 26 workweeks of FMLA leave for any qualifying reason.

General Leave Provisions

The employee's leave shall be unpaid. All employees taking FMLA leave will first be required to use all accrued and unused paid sick leave and vacation time. Sick leave can be used only to the extent that it would otherwise be available pursuant to Section 8 C of this Code, which regulates the use of sick leave. Employees on FMLA leave who are eligible for short- or long-term disability insurance or workers' compensation benefits will be required to use available accrued and unused paid time off during the waiting period before receiving disability or workers' compensation benefits. Unpaid leave will then commence for the period remaining. Where the employee is eligible, FMLA leave runs

concurrently with any short or long term disability insurance payments and workers' compensation benefits. While on leave, employees shall not accrue vacation, sick and other paid time off. During the leave, St. Clair County shall continue to provide coverage under its group health plan, with the employee continuing to pay their regular health insurance contributions. Following return upon leave, the employee shall be returned to a position with equivalent pay, benefits and other terms and conditions of employment.

Certifications and Reporting a Request for Leave

Requests for FMLA leave shall be made through the Human Resources Department on the forms provided. Requests for FMLA leave will need appropriate medical certification from a licensed healthcare provider within 15 calendar days after the requested leave, if possible. Employees requesting leave with at least 30 days' notice should provide the medical certification before leave begins. Failure to provide medical certification in a timely manner may be grounds for delay of leave or render the employee ineligible for FMLA leave.

The County may require the employee to obtain the opinion of a second health care provider designated and paid for by the County before determining the employee's qualification for leave. In the event of a conflict between the first and second opinions, the County may, again at its own expense, obtain a third opinion from a health care provider approved jointly by the County and the employee. This third opinion will be final and binding.

Employees who take leave for their own serious health condition or to care for a covered family member will be required to report to the County on a regular basis. A reporting schedule will be worked out with Human Resources. Employees are expected to provide the County with notice as soon as possible (within two business days if practicable) if the dates of leave change or are extended.

When ready to return to work, employees are required to provide medical certification that they are fit to resume work with or without reasonable accommodation or modified duty. Certification should be provided at least two (2) business days in advance, or as soon as possible, prior to the expected return date. Failure to submit such certification to return may be grounds for termination of employment from the Company.

Intermittent or Reduced Schedule Leave

Leave taken to care for a serious health condition (of the employee or covered family member) or military caregiver leave may be taken intermittently (in small blocks of time such as days or hours) or on a reduced work schedule if medically necessary. When such leave is unpaid, the Company may make salary deductions based on the amount of time actually worked. Leave time taken on an intermittent

or reduced schedule is calculated as a percentage of the employee's normal work week.

As part of the certification process, employees seeking intermittent or reduced schedule leave are required to provide information regarding the duration and/or scheduling of leave. Intermittent or reduced schedule leave for the birth, adoption, or placement of a foster child is not permitted unless approved by the Human Resources Department and the employee's manager. If an employee requires intermittent or reduced schedule leave that is foreseeable based on planned medical treatment for the employee, a family member or a covered service member, the employee may be temporarily transferred to an available alternative position that has equivalent pay and benefits to better accommodate the leave requirements and so as not to unduly disrupt operations.

7. **Expiration of Leave:** When an employee returns from an approved leave of six months or less, the Employer shall make every attempt to return the employee to the same or similar position in the same class in which the employee was incumbent prior to commencement of such leave. An employee's same or similar position shall not be protected from reductions in force or where the position has been eliminated. Employees are subject to termination if they are absent from work for more than six (6) months. Employees who shall fail to return to work within the time designated in the approved leave of absence, shall be terminated.

No employee may be absent without permission of the Employer to which assigned. In the absence of extenuating circumstances, an employee who is absent from work for any reason and fails to notify their supervisor within two working days shall be considered to have resigned.

No employee on leave of absence may earn vacation, or sick leave, except when the leave was for the purpose of accepting a temporary working assignment in another County office.

Section 9. OTHER BENEFITS

- A. **ILLINOIS MUNICIPAL RETIREMENT FUND** - The County will participate in contributions for all eligible employees to the Illinois Municipal Retirement Fund (IMRF). The County shall follow all guidelines of IMRF in order to protect the benefits of the employees.

Retiring employees with at least fifteen (15) years' service may submit a Notice of Resignation (which is irrevocable) to Employer, and an Application for Retirement must be received by the Human Resources Department. Vacation and comp time can be spread out prior to last check to assure highest single month would be the 45th month (paid out over the last 4 months). (Resignation cannot be revoked after vacation or comp time payout has begun.) Any employee hired after December 31, 2011, shall not be entitled to the benefits set forth in this paragraph.

- B. **INSURANCE** - Insurance shall be provided on the following basis:

1. **Life, Medical and Dental Care Insurance:** All salaried exempt, full-time, special assignment employees and part-time nurses are covered by a medical/dental/vision care plan funded by St. Clair County. If an employee is prepaid benefits shall be refunded.

If an employee takes an unauthorized leave, it shall result in immediate termination of all benefits including health and life insurance. Any prepaid insurance premiums shall be reimbursed by St. Clair County.

All salaried exempt, full-time and special assignment employees are covered by life insurance and accidental death and dismemberment policy. A manual is provided to employees at the time of hiring which further explains the policy.

The manual is obtained from the Human Resources Department of St. Clair County.

The Human Resources Department must be notified of a divorce or legal separation of the covered employee, and further must be notified when a child is no longer eligible as a covered dependent of the employee.

2. **Legal Defense and Liability Insurance:** In any claim or action instituted against an employee, or former employee, where such claim or action arises out of any act or omission, made in good faith, occurring within the scope of employment of the employee, or former employee, St. Clair County shall, upon written request of the employee or former employee, appear and defend the employee or former employee, against any such claim or action, including the process of appeal. The St. Clair County State's Attorney's Office shall provide an attorney to appear for and defend the employee. This section excludes disciplinary proceedings or criminal proceedings.
3. **Other Types of Insurance:** All classifications of employees shall be covered by the provisions of Social Security legislation, and salary deductions shall be made in accordance with the law.

Employees are covered by the Illinois Workers' Compensation Act, (820 ILCS 305/1 et seq.). Any work-related injury must be reported to the Elected Official/Department Head.

All employees are covered by unemployment insurance. All costs are paid by St. Clair County.

- C. **TRAINING** - For meetings and seminars, employees may be granted leave with pay to attend meetings, seminars and conventions of professional and technical organizations, when such attendance would benefit the employee's ability to perform the job, and is approved in advance by the Employer.

For any training programs conducted after regular working hours, such training shall be voluntary unless required by the Employer. If required, such training may include the granting of overtime.

- D. TRAVEL** – County (or staff) vehicles are to be used only for activities directly related to the conduct of County business. Under no circumstances are the vehicles to be used for personal activities. Reimbursement is provided for the use of employee's private vehicles for official business at the rate designated by the State of Illinois for actual mileage traveled. Private vehicles shall only be used when County vehicles are not available and prior approval is given by the County. Use of staff vehicles is restricted to employees who have valid drivers' licenses with current liability insurance. Employees are not permitted to use County vehicles without the knowledge of their supervisor or Employer. All employees using private vehicles must record mileage on the expense log along with the destination and purpose of the trip. The log is to be returned with the vehicle's keys. Expense claims for private vehicle usage shall be honored only if the listed trip is initialed by the immediate supervisor. Any malfunctions or damages to County vehicles must be reported to the immediate supervisor. Travel in any vehicle shall always be by the most direct route unless otherwise approved by the immediate supervisor or Employer.

If an employee has a vehicle assigned to them, which allows the employee to take it home each day, the employee is the only authorized driver and the use of that vehicle shall be limited to that employee. Only the Sheriff and Coroner have 24-hour, unrestricted vehicle use. IRS rules and regulations govern usage of County vehicles.

County employees shall observe all traffic and safety regulations, including the use of seatbelts. No County employee shall use a cell phone, text or otherwise participate in any distracting activity while operating a County vehicle.

An employee using their personal vehicle for County business should have prior approval from their supervisor or manager. The employee must have a valid driver's license and provide proof of insurance for their personal automobile van or truck to the County. Evidence of a valid license and insurance coverage must be provided to the County prior to using your automobile for County business.

County employees shall observe all traffic and safety regulations, including the use of seatbelts. No County employee shall use a cell phone, text or otherwise participate in any distracting activity while operating a vehicle on County business.

If the most economical means of travel available is by some type of transportation other than an automobile, the mode selected shall be approved by the employee's supervisor and Elected Official before departure. Travel by either airplane or train shall be by coach class.

Reimbursements for first-class accommodations may be permitted only when coach class is not available.

Employees who take County vehicles home are not considered on official business during the commute unless they must regularly perform official duties during that commute.

- E. REIMBURSEMENT OF OTHER TRAVEL EXPENSES** - An employee shall be allowed reimbursement for the actual cost of the employee's meals in accordance with these rules but not to exceed the rates indicated in the reimbursement schedule. If a meal is offered at the designated accommodation location, the employee is expected to accept that meal and County will not reimburse an employee for the actual cost of meal(s) unless the employee has any medical or dietary (including religious) restrictions that the accommodation location cannot accommodate. It is not necessary for the traveler to submit receipts when receiving per diem. It is necessary to submit receipts when receiving reimbursement for individual meals. The County will not reimburse personal travel expenses. The County further will not reimburse meals for any non-employees. If an employee chooses to not stay in the designated accommodation location, the County will not reimburse the employee for their alternate arrangement(s). The employee is expected to stay at the closest accommodation location to the designated venue.

For breakfast, an employee only shall receive reimbursement if the employee is on travel status and leaves headquarters or residence at or before 7:00 a.m.

For lunch, travel within 50 miles of the St. Clair County Courthouse is not reimbursed.

For dinner, an employee must be on travel status and arrive back at the headquarters or residence at or after 8:00 p.m. For employees commencing travel after the close of business but before 6:00 p.m., reimbursement for dinner is allowed.

Advance per diem checks must be requested a minimum of three days in advance. A per diem allowance is available only when overnight lodging is obtained or when the employee is on official business at least 50 miles away from home between the hours of 7 a.m. to 8 p.m. A per diem allowance provided in the reimbursement schedule represents the maximum daily amount allowable and is given in lieu of a meal allowance. Receipts must be submitted to support allowances other than meals when on per diem.

Other than transporting detainees, employees are prohibited from transporting any non-County employee in a County vehicle.

Reimbursement Schedule

Automobile Mileage – Federal or State of Illinois rate (proof of automobile liability insurance is required to obtain automobile mileage reimbursement: See Section 22).

Per diem allowance/IRS per diem rate for various cities, as published in the GSA Publication.

Breakfast -- 20% of GSA published rate
Lunch -- 30% of GSA published rate
Dinner -- 50% of GSA published rate

If a conference fee includes a meal, the per diem allowance shall be reduced by the amount of the particular meal included in the reimbursement schedule.

In order to be reimbursed for business expenses, the employee shall submit an expense log. This log must be signed by the employee submitting the expense claim and approved by the appropriate supervisor and division manager. An expense log shall be submitted to the accounts payable clerk and shall be paid on the appropriate disbursement date.

Covered expenses include but are not limited to meals, conference fees, hotel and motel accommodations, taxi fares, parking and toll fees. Personal expenses, such as personal phone calls, in-room movies and bars, or other entertainment shall not be reimbursed.

Receipts shall accompany travel requests for reimbursement.

Non-reimbursable expenses include, but are not limited to, alcoholic beverages, personal entertainment, valet service, magazines and newspapers.

Gratuities shall be reimbursed to a maximum of 15% except for those departments, programs, or projects which are prohibited by Federal or State rules or regulations from making reimbursements for gratuities.

Employees may be reimbursed for one telephone call per twenty-four (24) hour period on travel status and for emergency calls to notify of significant travel delays.

F. REIMBURSEMENT OF OTHER EXPENSES

The County shall reimburse an employee for all necessary expenditures or losses incurred by the employee within the employee's scope of employment and directly related to services performed for the County. "Necessary expenditures" means all reasonable expenditures or losses required of the employee in the discharge of employment duties and that inure to the primary benefit of the employer. The County is not responsible for losses due to an employee's own negligence, losses due to normal wear, or losses due to theft unless the theft was a result of the County's negligence.

An employee shall submit any necessary expenditure with appropriate supporting documentation within 30 calendar days after incurring the expense, except that the County may provide additional time for submitting requests for reimbursement in a written expense reimbursement policy. Where supporting documentation is nonexistent, missing, or lost, the employee shall submit a signed statement regarding any such receipts. An employee is not entitled to reimbursement under this if the County has an established written expense reimbursement policy and the employee failed to comply with the written expense reimbursement policy. The County is not liable unless it authorized or required the employee to incur the necessary expenditure or the County failed to comply with its own written expense reimbursement policy. If the written expense reimbursement policy of County establishes specifications or guidelines for necessary expenditures, it is not liable for the portion of the expenditure amount that exceeds the specifications or guidelines of the policy so long as the County does not institute a policy that provides for no reimbursement or minimal reimbursement.

- G. REPLACEMENT OF PERSONAL ITEMS LOST OR DAMAGED** – The Employer agrees to repair or replace as necessary an employee's eye glasses, contact lenses, prescription sun glasses up to a value of \$150.00, watches up to a value of \$75.00, and up to a total of \$150.00 for all other items of personal equipment as approved by the Board, if such are damaged or broken during the course of an employee's duties, or the employee is required to exert physical force, or is attacked by another person or animal. The incident is to be documented with the immediate supervisor. Proof of value shall be required.

This provision shall not apply to employees serving under the St. Clair County Sheriff's Department.

Section 10. REGULATIONS AND RESTRICTIONS

- A. ACCIDENTS/INJURIES** - Anytime an employee is involved in an automobile accident with a County automobile or in a personal automobile while on County business, the employee shall notify their supervisor immediately with all pertinent information, including whether personal injury is involved and whether any traffic citations were issued. All Elected Officials/Department Heads shall, within 24 hours, notify the State's Attorney's Office if any traffic citations were issued to a County employee on County business and shall provide the State's Attorney with a copy of the citations. The County employee is obligated to cooperate with the County and any of the County's legal representatives regarding the accident and any citations that may have been issued.

- B. APPEARANCE** - Neatness and good taste in dress, as well as care toward personal hygiene, are expected of all employees. For safety and hygienic purposes, employees may be required to comply with any appropriate dress code that is set forth by the Employer during the performance of their duties, which will be applied in a non-discriminatory manner.

Employees may be required to change inappropriate dress, and work lost while doing so shall not be compensated by the County. Employees may be evaluated on their dress and appearance. The Elected Official or Department Head is the only individual in a department who may make exceptions to the dress code.

- C. USE OF DEPARTMENT PROPERTY** - All department property and equipment entrusted to any employee shall be used in accordance with the property's prescribed function. All damage through recklessness, gross negligence, intentional act, deliberate misuse, or theft shall be replaced and paid for by the employee committing the violation.

Such replacement of property by the employee shall not be considered the exclusive remedy against the employee, and the employee may still be subject to discipline. All department property, personal lockers, and personal offices are subject to search and seizure. All department property shall be inspected by the employee's immediate supervisor prior to issuance of the property.

No department property shall be used for private or unauthorized purposes. All employees are required to return all department property or equipment in their possession upon separation, promotion, and/or transfer.

- D. TELEPHONE USAGE** - Good telephone habits are an indication that the department is interested in serving the public. At all times, calls should be answered promptly and courteously. An employee should identify themselves by name and section, and be courteous, friendly, and helpful. An employee should write time and date of any message from the caller, transfer calls tactfully, be responsive and give accurate information, not keep the caller waiting, and hang up carefully.

All personal telephone usage, including personal cellular telephones, whether incoming or outgoing, shall be kept to a minimum. Employees shall be charged and accountable for personal usage of County telephones. Employees shall also be responsible for the care of Employer-issued cellular units to avoid misplacement and theft. All pagers and cell phones assigned to employees shall remain "on" during working hours.

Employees must keep incoming and outgoing personal calls to a minimum, including internet use, text messaging and any other use of personal cellular phones, and any use shall not interfere with the operation of the department/elected office as determined by the Department Head or Elected Official.

- E. USE OF CAMERAS** – Use of cameras or camera phones is prohibited in County buildings where security or restriction access is an issue, including but not limited to: secure areas of the Airport, 9-1-1 operations, secure areas of the Jail, courtrooms, holding cells and the Juvenile Detention Center. Cameras and camera phones are also prohibited in other areas as the County may dictate. Cameras and camera phones are not to be used in private areas or used to disrespect the privacy of fellow employees or the public. Violations of this policy may lead to immediate termination.

- F. MUSIC AND/OR VIDEO DEVICES** – Use of any music, electronic tablets such as iPads, and/or video devices is prohibited during work hours, unless specifically authorized by the County.

- G. CORRESPONDENCE AND COMMUNICATIONS** - No employee shall use their official position, nor engage in official transactions or business, to harass any individual or to secure a benefit for themselves or other individuals. Courtesy should be given in all communications and correspondence, and all employees should refrain from unnecessarily criticizing any individuals or agencies concerning official transactions or business.

- H. PHOTO IDENTIFICATION** - St. Clair County may issue a photo I.D. card for employees.

All employees who are issued a shield badge and/or photo I.D. are required to be in possession of the badge and/or photo I.D. while on duty. Employees shall not use their shield or identification card for personal business or personal gain, unless status as a government employee is afforded to any employee of a unit of government, such as hotel

discounts to government employees. If a shield or Identification card is lost or stolen, it must be reported to the County immediately.

- I. SPEECH AND DISSEMINATION OF INFORMATION** - Employees are encouraged to appear before civic organizations, fraternal organizations, or any other group in an official capacity. Employees must notify the County prior to accepting such speaking engagements.

Employees are cautioned against making statements or giving impressions regarding official agency policy or position without prior expressed authority being granted.

Normally, the Elected Official has the sole right to adopt and interpret the policies of the organization. If in doubt, it is always preferable to consult the Elected Official before making any statements that might possibly be misinterpreted or misconstrued by the general public or press.

The Elected Official shall issue all news releases concerning the department.

The County shall comply with the Illinois Freedom of Information Act (FOIA), and employees are allowed to disseminate information pursuant to the Act. However, employees are not allowed to disclose any information that is exempted by the Illinois Freedom of Information Act or prevented from disclosure by any other state statutes. Employees who receive Freedom of Information Act requests shall notify the Elected Official and shall consult with the FOIA officer in the State's Attorney's Office to ensure timely compliance. In the case of FOIA requests to the Public Building Commission, PBC Counsel should be consulted.

- J. CONTACT WITH THE OFFICE FROM THE FIELD** - All employees working from a field position are required to contact the department once at the beginning of the workday and again at the end of the workday.
- K. RELATIONS WITH CREDITORS** - The County shall charge employees any authorized costs when making any wage deduction pursuant to court order or State or Federal statutes.
- L. POSSESSION OF FIREARMS** - Unless expressly authorized by the Sheriff, Coroner, State's Attorney or Probation Department Head, no employee of any department has legal authority to carry weapons while in the performance of their official duties.
- M. ETHICS** - Employees shall carry out their duties in an ethical manner, and uphold the laws and regulations of St Clair County, the State of Illinois, and the federal government. Employees shall not recommend or promote the sale of any specific brand name product or equipment.

Many employees in the course of their work have access to medical or personal identifying information about patients, clients, employees, or other individuals. This may be medical, legal, personal, or job-related information. Such information is not to be repeated or discussed outside the department or with other personnel unless such

information is a necessary part of the employee's assigned duties. Employees shall follow all State and Federal Laws as amended from time to time to ensure confidentiality. Disposal of paper records containing information of the nature herein described shall be by shredding.

Employees shall inform the Employer of any possible conflict-of-interest situations they may have. An employee is expected to report to their department head any wrongdoing, fraud, corruption, or waste.

An employee shall not use, nor attempt to use, their position with the Employer to secure unwarranted privileges, favors, or exemptions for themselves or others; and shall avoid the appearance of using their position to secure such privileges, favors, or exemptions for themselves or others. Employees are prohibited from accepting gifts, gratuities, or any item of value for work performed on behalf of the department.

Employees shall not borrow or loan money to patients, clients, probationers, or any of their family. No employee shall hire or provide services to patients, clients or probationers or members of their families and/or other considerations without approval of the Employer. Employees shall not enter into any business transactions with patients, clients or probationers or other families without the approval of the Employer.

Consultant fees and honoraria earned by employees during normal working hours must have approval granted by the Employer on a case-by-case basis with due consideration given to time availability, and the number of days involved and the frequency of such fees.

- N. OTHER EMPLOYMENT** - Employees are prohibited from having conflicting employment while having a full-time position. An employee may not be paid by another employer for the same hours of work or work period that the employee is being paid by the Employer. If a full-time employee performs outside services or employment, such services or employment must be reported to the Elected Official/Department Head or appropriate board for prior approval, and advance notification must be given by the employee to the Human Resources Department.

Fees earned by an employee for serving as an instructor for a class during other than normal working hours which is not sponsored by the department, may be retained by the employee.

Fees earned by an employee serving as an instructor for a class outside normal working hours, which is jointly sponsored by the department and another community agency, shall be dealt with as follows:

1. No overtime shall be earned, and the fee shall be retained, or;
2. Overtime shall be earned, and the fee surrendered to the County Treasurer and recorded as miscellaneous income.

Employees who are injured while engaging in other employment must notify the Employer and the Human Resources Department.

- O. PHYSICAL EXAMINATIONS** - Each applicant for employment may be required to successfully complete a post-offer physical examination by a doctor of the Employer's choice, including a drug screen, upon the request of the Human Resources Department. At any time, employees may be required to submit to a physical examination. A drug test shall be conducted before an individual is hired or contracted. Pre-employment drug testing occurs only after an offer of contingent employment has been made. A negative test result is required before performing assigned duties.

As a condition of their employment, the employees of the department must authorize the release of medical testing information including drug tests to the St. Clair County Human Resources department for departmental use only. Genetic testing is not included in any medical examination required by the County. The County does not review, collect, or utilize genetic information gathered during medical examinations as a determining factor for the terms and conditions of employment. Genetic information which may be derived from any medical examination required by the County will only be released to the Employee and any persons authorized in writing by the Employee.

Each employee authorized to carry and use a gun while at work for St. Clair County, and all employees engaging in heavy manual labor as their principal form of job activity for the County shall be required to submit to an annual physical exam by a doctor of the employer's choice.

The term "drug tests," as used throughout this personnel manual, shall be interpreted to mean screens for alcohol as well as drugs.

- P. COMPUTER USAGE** - Routinely all personnel shall have access to a computer. The following procedures must be adhered to:

1. All employees shall only use the "Log-in ID," "User ID" and "Passwords" assigned to them, i.e. use of a supervisor "User ID" and "Passwords" by a line officer is prohibited unless authorized by the Employer. Use is a privilege, not a right, which may be suspended or terminated by the Employer when, in its judgment, this policy has been violated by the user.

No employee is authorized to share their "password" with anyone.

2. It is not permissible to use County computers and equipment in any inappropriate manner, such as to disgrace the department or a fellow employee. It is forbidden to use profanity or vulgar language on any department computer equipment.

Only disks or drives or other media which are requisitioned from the County storerooms and the Information Technology department, or purchased by

authorization by a department head, are authorized to be used in department computers.

3. No employee shall be allowed to use their assigned County computer for personal reasons or in any manner that could constitute personal use.
4. No employee shall be allowed to copy any County or department document to a disk, drive or other media, nor to email a document, and use it outside the office without permission by the department head.
5. No employee shall be allowed to have any unauthorized programs, utilities, games, or files on their County PC.
6. Any variance from the above procedures must have prior Employer permission.

Information and data maintained in the electronic media on the County computer system are protected by the same laws and policies, and are subject to the same limitations, as information and communications in other media. Said information and data are the property of the County.

Before storing or sending confidential or personal information, users should understand that most materials on the County system are, by definition, public records. As such, they are subject to laws and policies that may compel the County to disclose them. The privacy of the materials kept in electronic data storage and electronic mail is neither a right nor is it guaranteed.

Q. ELECTRONIC COMMUNICATIONS -

1. **Introduction/Purpose:** This policy is intended to serve as a guide on the proper use of the St. Clair County electronic communication systems. This policy covers the use of all forms of electronic communications, including but not limited to e-mail, tweets, instant messages, texts, voice mail, fax machines, external bulletin boards, Intranet and the Internet, and applies to all Users. Use of the County electronic communication system constitutes acceptance of this policy and its requirements.

St. Clair County provides electronic mail (e-mail) and/or Internet access to Elected Officials and employees who need it to perform the functions of their position. The purpose of this document is to communicate to all employees and Elected Officials their responsibility for acceptable use of the Internet and electronic communications (whether sent over the Internet or over the County's own network). Policies and procedures are also outlined for the disclosure and monitoring of the contents of electronic files and communications stored in the system when required.

The Employer's objectives for employees to use electronic communications and/or the Internet include:

- a. exchanging information efficiently
 - b. gathering information and performing research for departments; and
 - c. reducing the handling of paper copy.
2. **Policy Definitions:** As used in this Policy, the terms listed below shall be defined as follows:
- a. **Electronic Mail (e-mail):** Electronic mail may include non-interactive communication of text, data, image, or voice messages between a sender and designated recipient(s) by systems utilizing telecommunications links. It may also include correspondence transmitted and stored electronically using software facilities called "mail", "facsimile", "messaging" systems, or voice messages transmitted and stored for later retrieval from a computer system.
 - b. **Encryption Software:** Proprietary software that changes information from its native state to an unrecognizable coded state that can only be returned to its native state with special software.
 - c. **Internet:** A worldwide network of networks, connecting informational networks communicating through a common communications language or "Protocol."
 - d. **Intranet:** An in-house web site that serves the Users of St. Clair County. Although Intranet pages may link to the Internet, an Intranet is not a site accessed by the general public.
 - e. **World Wide Web:** An Internet client-server distributed information and retrieval system based upon hypertext transfer protocol (http) that transfers hypertext documents that can contain text, graphics, audio, video, and other multimedia file types across a varied array of computer systems.
 - f. **Users:** Elected Officials, Department Heads, employees, volunteers, contractors, and consultants.
 - g. **Firewall:** An electronic device used to protect private networks from unauthorized access from Users on the Internet.
3. **Ownership:** The electronic communication system is the property of St. Clair County. All computer equipment, computer hardware and computer software provided by the Employer are the property of St. Clair County. All communications and information transmitted by, received from, or stored in these systems are the property of St. Clair County.
4. **Use of Electronic Communications:** St. Clair County's electronic communication systems, including e-mail and the Internet, are intended for

County business use only. Personal uses of the Internet and e-mail systems are prohibited. The Employer reserves the right to use filtering software to block access to Internet sites that are considered inappropriate or non-productive. The filtered sites are to be reviewed and approved by the County Board Chairman.

Before using these systems, all Users shall understand that any information that is created, sent, received, accessed, or stored in these systems shall be the property of St. Clair County and shall not be private. If a User is permitted to use electronic communication systems, such use shall not violate County policy or interfere with User's work performance.

Users shall use the same care and discretion when writing e-mail and other electronic communications as they would with any formal, written business communication. Any messages or information sent by Users to other individuals via electronic communication systems, such as the Internet or e-mail, are statements identifiable and attributable to St. Clair County. Consequently, all electronic communications sent by Users shall be professional and comply with this policy.

5. **Prohibited Communications:** Under no circumstances may any User operate the County's electronic communications systems for creating, possessing, uploading, downloading, accessing, transmitting or distributing material that is illegal, sexually explicit, discriminatory, defamatory or interferes with the productivity of coworkers. Specifically prohibited communications include, but are not limited to, communications that promote or transact the following: illegal activities; outside business interests; malicious use; personal activities (including chat rooms); jokes; political causes; football pools or other sorts of gambling; recreational games; the creation or distribution of chain letters; list servers for non-work purposes; "spams" (mailing to a large number of people that contain unwanted solicitations or information); sexual or any other form of harassment; discrimination on the basis of race, creed, color, gender, religion, national origin, color, ancestry, sex, sexual orientation, or disability; or for solicitations or advertisements for non-work purposes. Users may not engage in any use that violates copyright or trademark laws.

Also prohibited is any activity that could negatively impact public trust and confidence in St. Clair County or create the appearance of impropriety.

Users are also prohibited from posting information, opinions or comments to Internet discussion groups or social sites (for example: news groups, chat, list servers or electronic bulletin boards). Under no circumstances may any User represent their own views as those of St. Clair County.

Users may not disclose confidential or sensitive information. Personal information such as the home addresses, phone numbers, and social security numbers of Elected Officials or employees should never be disclosed on the Internet.

This Prohibited Communications policy shall not be applied or enforced in any way that would restrict, infringe upon, or otherwise limit an employee's right to engage in protected concerted activity under federal or state law, including the National Labor Relations Act, such as discussing wages and terms and conditions of employment, action for their mutual aid and protection, or otherwise working together to improve working conditions. The County will enforce this policy in accordance with all applicable federal, state and local laws.

6. **No Presumption of Privacy:** Although Users may use passwords to access some electronic communication systems, these communications should not be considered private. Users should always assume that any communications, whether business-related or personal, created, sent, received, or stored on the County's electronic communication systems, may be read or heard by someone other than the intended recipient.

Users should also recognize that e-mail messages deleted from the system may still be retrieved from the computer's back-up system when requested by authorized personnel. Consequently, messages that were previously deleted may be recreated, printed out, or forwarded to someone else without the User's knowledge.

7. **Employer's Right to Monitor Use:** Under authorization of the County Board Chairman and/or Elected Officials, St. Clair County may monitor, intercept, access, and disclose, at any point, all information created, sent, received, or stored on its electronic communication systems at any time, with or without notice to the User, which is the sole property of the County. The contents of computers, voice mail, e-mail, and other electronic communications are subject to the provisions of FOIA. The contents of computers, voice mail, e-mail and other electronic communications shall be inspected when there are allegations that there have been breaches of confidentiality, security, or violations of this Electronic Communications Policy. These inspections shall also be conducted when it is necessary to locate substantive information that is not readily available by less intrusive means. Before providing access to stored electronic communications such as e-mail messages, written authorization shall be required from the County Board Chairman or their designee.

The contents of the computers, voice mail, e-mail and other electronic communications may be turned over to the appropriate authority when there are allegations that there have been violations of law.

In addition, St. Clair County shall regularly monitor and maintain a log of the User's Internet access, including the type of sites accessed, the name of the server, and the time of day that access occurs. This information may be used as a basis for employee discipline.

The County Board Chairman and/or Elected Officials may authorize individuals, for investigative purposes, to engage in activities otherwise prohibited by this policy.

8. **Prohibited Activities:** Users shall not download software programs of any kind. No software is to be installed on County computers without the approval of the Director of Information Technology. Users may not upload, download, or otherwise transmit copyrighted, trademarked, or patented material; trade secrets; or confidential, private, or proprietary information or materials. Users may not use the Employer's electronic communication systems to gain unauthorized access to remote computers or other systems or to damage, alter, or disrupt such computers or systems in any way, nor may Users use someone else's code or password or disclose anyone's code or password, including their own. It is a violation of this policy for Users to intentionally intercept, eavesdrop, record, or alter another person's Internet and e-mail messages. Users may not allow unauthorized individuals to have access to or use the Employer's electronic communication systems, or otherwise permit any use that would jeopardize the security of St. Clair County's electronic communication systems. Also, Users may not post an unauthorized home page or similar web site.

Users may not make unauthorized commitments or promises that might be perceived as binding St. Clair County. Users must use their real name when sending e-mail messages or other electronic communications and may not misrepresent, obscure or in any way attempt to subvert the information necessary to identify the actual person responsible for the electronic communication.

Sending an e-mail message under a fictitious or false name is a violation of this policy. Likewise, using another User's account or login ID constitutes a violation of this policy.

9. **Passwords:** Each User shall maintain a unique password. Users must keep their passwords confidential and must never leave their computers unattended when logged into the system. Passwords shall be changed whenever a password may have been compromised or revealed or when the computer security system requests a new password.
10. **Internet Usage:** Access to the Internet from any personal computer connected to the County's network is only allowed in accordance with this policy. Alternate methods of Internet access, such as using a modem to access a personal dial-up Internet account, is prohibited as it may compromise the County's network security exposing it to potential harm from computer hackers.

Sessions on the Internet are logged automatically in exactly the same way that phone numbers are logged in the phone system. Employees should not use the Internet for tasks that they would not want to be logged.

Web browsers leave “footprints” providing a trail of all site visits. An employee should not visit any site where they would be reluctant to leave their name and work locations.

Use appropriate judgment before filling out a form included in a Web page. The form shall pass through many interconnecting computers and networks before reaching its destination. Other individuals shall be able to eavesdrop on it.

Personal or valuable information on the form may not remain confidential. Under no circumstances should one ever put a Social Security number on the Internet.

An Internet message sent from St. Clair County’s address constitutes a County communication; therefore, it should be composed and structured correctly.

Whenever possible, spell check messages prior to transmission, especially when sending to a non-County address.

Sending e-mail from the County’s domain name can be likened to sending a letter on County letterhead. Messages may be forwarded by the recipient to others, printed in a location where others may view the message, and/or directed to the wrong recipient. Also, computer forensic experts can often retrieve e-mail previously deleted. An ill-considered remark can return to haunt the sender later.

Be courteous and follow generally accepted standards of etiquette. Protect others’ privacy and confidentiality. Consider St. Clair County’s needs before sending, filing, or destroying e-mail messages. Remove personal messages, temporary records, and duplicate copies in a timely manner.

11. **Records Retained**: Certain significant types of e-mail messages or their attached files may be considered records and should be retained if required by the County’s record-retention policies. Examples of messages sent by e-mail that may constitute records include:

- (1) policies and directives;
- (2) correspondence or memoranda related to official business;
- (3) work schedules and assignments;
- (4) agendas and minutes of meetings;
- (5) drafts of documents that are circulated for comment or approval;
- (6) any document that initiates, authorizes, or completes a business transaction; and
- (7) final reports or recommendations.

12. **Records Disposal**: The content and maintenance of a User's electronic mailbox are the User's responsibility. The content and maintenance of a User's disk storage area are the User's responsibility.

Employees should consult their Department Head and/or Elected Official in formulating what materials must be maintained and kept as public record and what materials may be disposed of pursuant to respective retention periods.

The County and its employees are required to comply with the record retention requirements of the Local Records Act, 50 ILCS 205/1 et seq.

13. **Accessing User E-mail during Absence**: During a User's absence, the County may authorize the Director of Information Technology to access the User's e-mail messages and electronic Internet records without the consent of the User when necessary to carry out normal business functions.

14. **Firewalls and Network Protection**: Firewalls and other devices to ensure the safety of the County's private network shall be installed to protect all St Clair County Electronic Communication Systems. Local Governments are often targets of hackers and unauthorized intrusions because of the unique types of information stored on their systems. For this reason, St Clair County takes a very cautious approach to security regarding the Internet and e-mail. Policies to ensure the security of the system include, but are not limited to: blocking access to certain Internet sites; filtering out potentially threatening e-mail attachments; filtering out dangerous types of web pages including Java Script, and ActiveX programs. Other methods of security may be deployed as new threats are discovered.

Any attempts to bypass or disable the security features installed by St. Clair County is in violation of this policy and may result in disciplinary action.

15. **Password Protection**: Users should use caution when using encryption software or password-protected files. Password-protected files cannot be retrieved without the necessary password. St. Clair County is not responsible for any lost, damaged, or inaccessible files that result from password protection.

16. **Viruses and Tampering**: Any files downloaded from the Internet must be scanned with virus detection software before installation and execution. All computers designated as having access to the Internet and e-mail must have virus detection software installed on them. Users may not deliberately disable the virus protection capabilities of these systems. The intentional introduction of viruses, malware, attempts to breach system security, or other malicious tampering with any of St. Clair County's electronic communication systems is expressly prohibited. Users must immediately report any viruses, tampering or other system breaches to the Director of Information Technology.

Many viruses are transmitted through the e-mail system as attachments. Caution should be practiced prior to the accessing of any attachments to e-mail messages. Never access any unexpected attachments without verifying the source and reason

for it, even if you recognize the sender of the e-mail. It is common practice for hackers to alter the source of an e-mail in an attempt to spread a virus.

17. **Disclaimer of Liability for Use of the Internet:** St. Clair County is not responsible for material viewed or downloaded by Users from the Internet. The Internet provides access to a significant amount of information, some of which contains offensive, sexually explicit, and inappropriate material. It is difficult to avoid contact with this material; therefore, users of the Internet do so at their own risk.
18. **Duty Not to Waste Electronic Communications Resources:** Users must not deliberately perform actions that waste electronic communication resources or unfairly monopolize resources to the exclusion of other Users. This includes, but is not limited to, subscribing to list servers, mailing lists or web sites not directly related to the User's job responsibilities; spending nonproductive time on the Internet; and doing large non-work related file downloads or mass mailings. Electronic communication resources are limited, and Users have a duty to conserve these resources.
19. **E-Mail Addresses:** The Employer reserves the right to keep a User's e-mail address active for a reasonable period of time following the User's departure to ensure that business communications reach their respective department.
20. **Use of Credit Cards on the Internet:** Before making purchases on the Internet, Users who are authorized to use St. Clair County credit cards must ensure that they are using a secured site. St. Clair County recommends that Users do not use their credit cards over the Internet and expressly disclaims responsibility for any loss or damages that results from credit card usage over the Internet.
21. **Violations:** Violations of this policy may subject employees to disciplinary action ranging from the removal of electronic communication privileges to dismissal from employment. Employees who observe violations of this policy are obligated to report the violations to their Employer.
22. **Policy Changes:** St. Clair County reserves the right to change this policy at any time without notice. Nothing in this policy is intended or should be construed as an agreement and/or a contract expressed or implied.

Section 11. RIGHTS OF EMPLOYEES

- A. **PERSONNEL RECORDS** - Employees are allowed to look at their own personnel files or other employment policies and procedures during normal business hours. An employee wishing to view their own file and/or any County employment policy or procedures shall file a written request with the County or designated representative. A copy of said request shall be placed in the employee's personnel file. Nothing should be placed in an employee's personnel file, nor shall anything be removed from the file without the consent of the County. Records of prior complaints and discipline action shall be

maintained in the employee's personnel file. The final decision to remove items lies within the discretion of the County.

- B. **REFERENCES** - Employees or former employees have the right to obtain neutral references. Such references shall only provide the applicable date of hire and the last date employed, rate of pay if requested, and a general description of applicable job duties.
- C. **SAFETY** - The County shall implement any safety procedures adopted by the County, and employees shall comply with any and all of the safety procedures.

All department employees are directed to report any hazardous, or potentially hazardous, conditions to their supervisor immediately.

Due to the open-office design of many department buildings, it is impossible to provide security for personal belongings left unattended. Staff members are advised to keep their wallets, purses, and items of value in their possession at all times. The department cannot be responsible for losses due to theft.

Section 12. RIGHTS OF EMPLOYER

The employee recognizes that St. Clair County possesses the exclusive right to operate and direct the employees of St. Clair County in all aspects, including, but not limited to, all rights and authority granted by law.

The employee further recognizes that this Code is not a binding contract between St. Clair County and the employee. Nothing contained in this Code shall be construed as creating an employment agreement between the County and its employees.

The County has the right to unilaterally create new employment policies and regulations not mentioned in this Code, and to change provisions of this Code without prior notice, approval, or consent of the employees of St. Clair County.

The County reserves the right to designate which employees shall be considered supervisors.

The County has the ultimate responsibility of management, including but not limited to responsibilities and rights for the following:

- a. To maintain executive management and administrative control of the department and its property, facilities, and staff.
- b. To hire all employees and to determine their qualifications and the conditions for their continued employment or their dismissal or demotion.
- c. To direct, supervise, promote, suspend, discipline, terminate, assign, and schedule employees.

- d. To relieve employees from duties because of a lack of work or funds, or under conditions where continued work would be inefficient or nonproductive, or under conditions as may be deemed necessary or advisable by the department head.
- e. To determine services to be rendered, operations to be performed, utilization of technology, and its budget.
- f. To determine the methods, processes, means, job classifications and personnel by which the operations of St. Clair County are to be conducted.

It is recognized that the County normally exercises most of the powers, rights, authorities, duties, and responsibilities through and with the cooperation of the administrative staff.

Section 13. LENGTH OF SERVICE

Length of service is defined as the length of continuous service of an employee since the employee's last date of hire with the County within the employee's department. In the event an employee is transferred from or to another department of the County, the employee's total continuous employment with the County shall be used as the basis for the rates of accrual of vacation and sick leave only.

An employee's continuous service record shall be broken by voluntary resignation or discharge. If such continuous service is broken due to curtailment of operation, said employee shall be considered on layoff.

Section 14. EXEMPTIONS

When a provision of this Code conflicts with a provision of a collective bargaining agreement, the provision of the collective bargaining agreement shall govern employees covered by the agreement.

Nothing contained in this Personnel Code shall in any way affect, abrogate, preempt, or exclude any rights of any employees granted pursuant to the affirmative action plan of St. Clair County, or the affirmative action plan of Intergovernmental Grants Department, for their respective employees.

All employees covered through St. Clair County Sheriff's Department Merit Commission are exempt from this Code as to hiring, promotion, discipline, or dismissal, but are otherwise covered by this Code.

Section 15. DISCIPLINE

The formal disciplinary process is normally progressive, but dismissal may occur at any time in the process. Elected Officials, Department Heads, supervisors, and/or anyone with managerial authority to issue discipline shall reach out to the Human Resources Department to obtain the necessary paperwork to conduct the disciplinary process. Measures of discipline include:

- A. **VERBAL REPRIMAND** - A verbal reprimand warns against unsatisfactory conduct, attitude, or performance, and warns that continuing such actions shall result in more severe disciplinary actions. The reprimand should be done in private, and should be documented in writing with the date and nature of the problem, with a copy given to the employee, and a copy placed in the employee's personnel file.
- B. **WRITTEN REPRIMAND** - A written reprimand warns an employee against unsatisfactory conduct, attitude, or performance. A written reprimand is more severe than a verbal reprimand, but serves the same purpose: to warn that further unsatisfactory conduct, attitude, or performance shall result in more severe disciplinary action. A copy of the written reprimand shall be given to the employee, and a copy shall be placed in the employee's personnel file.
- C. **SUSPENSION** - A suspension is unpaid time off, up to 180 days, with a loss of benefits and seniority for the period of the suspension. At the end of a suspension, the employee shall be placed on probationary status for a period not to exceed six (6) months. The period of suspension may be up to but not exceed 180 days off in one calendar year, unless the employee is suspended for a criminal act; in which case their suspension shall last until the criminal matter is concluded. The suspension may include demotion.

In order to continue to receive medical and insurance benefits during a suspension, the employee shall contribute both the employee's and employer's share of IMRF and insurance costs.

If approved by the County Board, coverage under Illinois Municipal Retirement Fund may be maintained pursuant to IMRF rules and regulations.

- D. **DISMISSAL** - All employees are subject to discharge by the County at any of the disciplinary steps. Upon dismissal, all benefits are terminated immediately, and any employee copay shall be refunded.
- E. **PROBATION** - An employee may be placed on probation if their performance is substandard and/or the employee's conduct and behavior is inappropriate. Probation may occur in conjunction with other measures of discipline. An employee may be placed on probation for up to six months. At the end of three months, an evaluation of the employee's performance shall be conducted. At the end of the probationary period, the employee's performance shall again be evaluated. Evaluations shall determine if the employee should be retained. If the employee violates the conditions of the probation, they may be subject to immediate termination. Removal from probationary status is based upon satisfactory completion of the probationary period, recommendation from the employee's immediate supervisor, and approval of the Department Head.
- F. **ADMINISTRATIVE LEAVE** - An employee may be placed on administrative leave with or without pay and benefits pending an investigation. Administrative leave may be extended for the period of time the investigation continues, but an administrative leave shall last no longer than thirty (30) days.

G. CODE OF CONDUCT - Disciplinary action may be brought against an employee for the following, including but not limited to:

1. Violating any provisions of this Personnel Code.
2. Knowingly falsifying a report.
3. Being insubordinate to or showing disrespect towards superiors.
4. Neglecting to perform the job or performing the job inefficiently.
5. Engaging in any conduct unbecoming of a County employee or that discredits the County.
6. Leaving the assigned job without permission.
7. Absence from work without leave or permission.
8. Willfully destroying or damaging any property of the County.
9. Taking or giving bribes.
10. Being under the influence of intoxicating beverages while at work.
11. Using, manufacturing, distributing, dispensing, or possessing any statutorily defined illegal drugs, narcotics, or controlled substances, or failing to report to the employee's Elected Official/ Department Head any arrest or conviction for using, manufacturing, distributing, dispensing, or possessing any statutorily defined illegal drugs, narcotics, or controlled substance.
12. Failure of any employee (to the extent possible) to notify their Elected Official/Department Head within twenty-four hours after an arrest or conviction of a violation of any state or federal criminal statute.
13. Using a County vehicle without the knowledge of the immediate supervisor.
14. Improperly operating a County vehicle or permitting an unauthorized person to operate a County vehicle.
15. Excessive or unexcused absence from work, or tardiness.
16. Possession of explosives, firearms or other dangerous weapons on County premises, unless authorized by the County.
17. Use of overtime for other than work purposes.
18. Failure to follow any safety rules, regulations, or manuals.
19. Gambling during working hours.

20. Sleeping on the job.
21. Being discourteous to the public.
22. Engaging in, instigating, or causing an interruption or impediment to work activities.
23. Substantial misrepresentation of facts in obtaining employment with the County.
24. The use or consumption of County property for personal or private purposes, or the use of County employees during working hours for such purposes.
25. Disorderly conduct during working time or on County premises, including fighting, interfering with work of another, or threatening or abusing any person by word or act.
26. Unauthorized use of County property such as County-owned vehicles, equipment, and materials.
27. Abuse of sick leave by misrepresentation of a leave request.
28. Violation of a written order of the County.
29. Releasing confidential information.
30. Using or attempting to use an official position to secure special privileges, exemptions, or personal gain except as may be otherwise provided by law.
31. Engaging in disreputable acts and not conducting themselves with "good moral character".
32. Abuse of telephone usage.
33. Theft of any County or employee property.
34. Discriminating against any person, individual, entity, or co-employee, on the bases outlined in Section 2, A. Nondiscrimination, or any other prohibited form of discrimination under federal or state law or government contract or grantee regulations.
35. Failure to perform essential functions of the position.
36. Abusing County computer equipment.
37. Allowing drugs and/or alcohol in or on County machinery and/or vehicles.
38. Unauthorized leave.

- H. POLITICAL ACTIVITIES** - No form of discipline can occur because of any employee's political beliefs or affiliation. This prohibition on discipline does not apply to individuals in policy-making or confidential positions or where an overriding interest of vital importance exists.

The County also recognizes that false accusations can have serious effects on innocent individuals. Employees are expected to act in a responsible and professional manner to establish a pleasant working environment free of discrimination.

Section 16. COMPLAINT PROCEDURE

Nothing in this Section 16 shall be construed to invalidate, diminish, or otherwise interfere with any procedure outlined in an employee's collective bargaining agreement.

The purpose of this complaint procedure is 1) to provide an expeditious means of resolving disputes over the application of the provisions of this personnel code, 2) to establish and maintain harmonious and cooperative working relationships between St. Clair County and its employees, and 3) to assure due process and equitable treatment for employees.

Strict adherence to this complaint procedure and its time limits is mandatory, except that time limits may be extended by mutual agreement of the employee and the County.

Any complaint shall be presented in writing and shall set forth the nature of the complaint, include the date or dates of the alleged occurrence, present a detailed description of the facts upon which it is based, specify the relief requested, and be signed and dated by the complainant. Any resolution of a complaint shall be consistent with the provisions of this personnel code, any governing laws, and County policies and procedures.

A complaint is defined as a dispute, disagreement or complaint concerning the application of an express provision of this personnel code as written. If a complaint involves an allegation by an employee of illegal discrimination based on race, color, or national origin, the employee should follow the steps set out in the Employer's Title VI plan, or the affirmative action plan of the department for which they work. If a complaint involves an allegation by an employee of illegal discrimination based on a disability, the employee should follow the steps provided under Section 2 B. Americans with Disabilities Act of this Personnel Code.

As used in this complaint procedure, the term "day" means a day on which the County is opened for regular business, Monday through Friday, and excepting holidays designated by the County Board.

If the Employer does not answer the complaint or appeal within the specified time limits, the employee may elect to treat the complaint as denied and immediately appeal the complaint to the next step.

In cases where a Department Head is disciplined, discharged, or not reappointed, such action shall constitute the final resolution and there shall be no recourse to this complaint procedure.

Complaint Steps:

Step 1 - Immediate Supervisor: The affected employee shall, within five days after the occurrence of the event giving rise to the complaint, or within five days of the date the employee reasonably should have knowledge of the occurrence, present the complaint in writing to their immediate supervisor.

Within five days after receipt of the written complaint, the immediate supervisor and the employee shall meet or hold other discussions in an attempt to resolve the complaint. The immediate supervisor shall give their response within five days following the meeting or discussion.

Step 2 – Department Head: If the complaint is not resolved to the employee's satisfaction, or if the supervisor fails to respond to the complainant within five days of meeting or discussions, the employee may submit the written complaint to the Department Head or Elected Official within five days of the supervisor's response in Step 1, or within five days of when the supervisor's response was due.

Within five days after receipt of the written complaint, the Department Head or Elected Official and the employee shall meet or hold other discussions in an attempt to resolve the complaint. The Department Head or Elected Official shall give their response within five days following the meeting or discussion. In the case of a department headed by an Elected Official other than the County Board Chairman, this Step shall constitute the final resolution of the complaint.

Step 3 – County Board Chairman: If the complaint is not resolved to the employee's satisfaction, or if the Department Head fails to respond to the complainant within five days of meeting or discussions, the employee may submit the written complaint to the office of the County Board Chairman within five days of the Department Head's response in Step 2, or within five days of when the Department Head's response was due.

Within ten (10) days after receipt of the written complaint, the County Board Chairman (or their designee) and the employee shall meet or hold other discussions in an attempt to resolve the complaint. The County Board Chairman, or their designee, shall give their response within ten (10) days following the meeting or discussion. This Step shall constitute the final resolution of the complaint.

For the Health Department, Mental Health Department and Public Building Commission, this Step 3 review shall be by the appropriate governing Board (Board of Health, Mental Health Board, and Public Building Commission, respectively), rather than the County Board Chairman. When the complaint is presented to one of these bodies at Step 3, its review may be made at a regular monthly meeting and a response may be issued at that same or a subsequent meeting.

Section 17. LAYOFFS

In the event it becomes necessary to lay off employees for any reason, employees shall be laid off based on the following criteria: employee's knowledge, skills, and abilities in relation to

positions available, the employee's work record including commendations as well as disciplinary action, the employee's attitude and relations with other employees as well as other agencies, change in duties of the department, and the employee's length of service.

Section 18. RESIGNATION

Sick leave, vacation, and retirement fund benefits cease at midnight on the date of termination. Life and health insurance shall cease at the end of the month of the termination. Employees may elect to continue participation in the plan on a self-pay basis as provided by federal statutes. The employee shall be paid for each day of accrued and unused compensatory time and vacation time. Monies accumulated in the employee's retirement account may be refundable, according to IMRF Rules. Forms required to request this refund are available from the Human Resources Department.

Section 19. SEXUAL MISCONDUCT POLICY

- A. SEXUAL MISCONDUCT POLICY STATEMENT** - St. Clair County shall not tolerate and shall seek to eradicate any behavior by its employees, volunteers or students which constitutes sexual misconduct toward another employee, official, volunteer or student. "Sexual misconduct" means any actual, attempted or alleged sexual molestation, assault, abuse, sexual exploitation, or sexual injury. "Sexual misconduct" does not include "sexual harassment."
- B. REPORTING PROCEDURES AND DESIGNATED SEXUAL ABUSE COORDINATOR** - It is the express policy of the County to encourage victims of sexual misconduct, and their parents or guardians in the case of minors, to come forward with such claims. The County has designated a Sexual Abuse Coordinator who shall remain accountable for the implementation and monitoring of this policy. The identity of the Sexual Abuse Coordinator with the State's Attorney's office shall remain on file with the County. In order to conduct an immediate investigation, any incident of sexual misconduct must be reported as quickly as possible in confidence, as follows:
1. **Employees and Volunteers**: Employees and volunteers are required to report any known or suspected incidents of sexual misconduct. They must also report to their supervisor or the Sexual Abuse Coordinator. If the person to whom an employee or volunteer is directed to report is the offending person, the report should be made to the next higher level of administration or supervision.
 2. **Investigation & Confidentiality**: All formal complaints shall be given a full, impartial, and timely investigation. During such investigation, while every effort shall be made to protect the privacy rights of all parties, confidentiality cannot be guaranteed.
 3. **Discipline**: Any County employee or volunteer who is determined, after an investigation, to have engaged in sexual misconduct in violation of this policy shall be subject to disciplinary action up to and including discharge.

False accusations regarding sexual misconduct against employees, volunteers or Elected Officials shall not be tolerated, and any person knowingly making a false accusation shall likewise be subject to disciplinary action up to and including discharge.

The County shall discipline any individual who retaliates against any person who reports alleged sexual misconduct, or who retaliates against any person who testifies, assists, or participates in an investigation, a proceeding or a hearing relating to a sexual harassment complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Section 20. EMPLOYEE PRIVACY NOTICE, HEALTH INSURANCE

St Clair County provides medical benefits to its employees using a self-funded health plan. The Health Insurance Portability and Accountability Act of 1996 (HIPAA) requires health plans to notify plan participants and beneficiaries about its policies and practices to protect the confidentiality of their health and genetic information or condition.

A notice of their privacy rights under HIPAA is given to each employee by the Employer upon hire and enrollment. Updates to HIPAA and plan information is issued to employees on a regular basis, usually quarterly. An employee's medical records are maintained in a secure, confidential file separate from an employee's personnel file.

Section 21. DRUG TESTING POLICY

Drug testing is handled exclusively by the Human Resources Department before an individual is hired or contracted. This testing may include pre-employment and random testing throughout the term of employment.

St. Clair County shall ensure that its employees are physically and mentally fit to serve the public. A zero-tolerance drug policy is in effect for all St. Clair County employees.

St. Clair County may discipline, including possible discharge, any person employed by the County who receives a verified positive test in accordance with these drug testing procedures for any substance prohibited by relevant state or federal law. Violations may be punished as provided for in the Personnel Code at the discretion of the Department Head or Elected Official.

1. DEFINITIONS

- A. Accident - "Accident" means an incident caused, contributed to, or otherwise involving an employee that resulted in death, personal injury, or property damage and that occurred while the employee was performing work in the course of their employment by St. Clair County.
- B. Collector - a medically trained technician knowledgeable in all steps necessary to correctly and properly complete a collection of urine and the custody and control form process.

- C. CDL – a commercial driver’s license
- D. Drug Program Administrator - a Human Resources Department employee with primary administrative responsibility for coordination of all drug testing and awareness program activities for St. Clair County.
- E. Medical Review Officer - a certified physician with knowledge of substance abuse testing and addictions with contractual responsibility for interpreting and verifying drug testing results.
- F. Prescription Drug Abuse - prescribed medication or over-the-counter medication intentionally ingested in amounts beyond the prescribed or recommended dosage or non- compliance with recommended dosages, i.e., not taking what a physician has prescribed.
- G. Split Sample - the separation of the urine specimen into two containers at the time of collection for making a primary testing sample and a secondary storage sample. The secondary storage sample may be used for independent testing.
- H. Substance Abuse and Mental Health Services Administration (SAMHSA) - a unit within the United States (U.S.) Department of Health and Human Services that oversees the federal drug testing program and certifies laboratories for testing of urine specimens for the presence of drugs.
- I. Change-in-status testing - drug testing conducted because of a proposed change in personnel status or a permanent change in assignment, including promotion.
- J. Confirmatory test - test of a urine specimen for the presence of drugs or classes of drugs using gas chromatography/mass spectrometry (GC/MS) or a more sensitive methodology by the U.S. Department of Health and Human Services. A “confirmed positive” test result means that concentrations of drugs exceed the cutoff levels for both the initial screening and confirmatory test.
- K. Consensual drug testing- Any employee may volunteer or consent to drug testing at any time regardless of the presence or absence of otherwise required justification in accordance with the provisions of this Drug Testing Policy.
- L. Initial screening - immunoassay test of urine specimens to detect the presence of drugs or classes of drugs.
- M. Monitoring - periodic drug testing of an individual employee pursuant to an agreement of the parties or ordered by any Court in the State of Illinois.
- N. Prescription drug testing - drug testing that can be ordered by the Department Head or Elected Official based upon reasonable suspicion when an employee’s use/misuse of legally prescribed medication(s) or non-compliance with recommended dosage(s) may affect the employee’s job performance.

- O. Pre-employment testing - drug testing of applicants seeking permanent and contractual/temporary positions with St. Clair County. Applicants must complete a drug testing consent form and receive a negative drug test result before their effective date of appointment. Pre-employment drug testing occurs only after an offer of contingent employment has been made.
- P. All arrangements for a pre-employment drug test shall be coordinated through the department head or their designee.
- Q. Random testing - urine drug testing that can occur on any scheduled workday and where covered employees have an equal statistical chance of being selected for testing.
- R. Reasonable suspicion testing - drug testing that can be ordered by the Department Head or Elected Official for an employee when there is reasonable suspicion to believe the employee may be affected by the use/misuse of any controlled substance or cannabis either on or off duty or is noncompliant with recommended dosages of legally prescribed medications.
- S. Verified Positive Test - certification by a Medical Review Officer that the specimen tested positive for the presence of one or more of the targeted drugs for which there was no valid medical explanation provided.
- T. Employee – for purposes of the Drug Testing Policy in Section 23 of the Personnel Code only, volunteers and consultants are not employees.

2. **DRUG TESTS**

Drug Tests are required under the following classifications for covered employees:

- A. Pre-employment and change-in-status. At the discretion of the Human Resources Department based on the applicant's potential job duties, a drug test must be conducted before an individual is hired or contracted. This applies to both applicants for initial employment and change-in-status positions. Pre-employment drug testing occurs only after an offer of contingent employment has been made. A negative test result is required before performing assigned duties. This provision covers all St. Clair County employees.
- B. Post-accident. An employee must have a post-accident drug test when the driver is involved in an accident on a public road and there is 1.) a fatality or injury that requires treatment of any person away from the scene or 2.) any vehicle is towed away from the scene of the accident and the employee receives a citation under state or local law. An employee must have a post-accident drug test when the employee is involved in an incident caused, contributed to, or otherwise involving the employee that resulted in death, personal injury, or property damage and that occurred while the employee was performing work in the course of their employment by St. Clair County. Each of these employees shall be drug tested as soon as possible but no later than thirty-two hours (32) after the accident. If no

test is given more than 32 hours after the accident, then a record shall be maintained explaining why no test was administered within thirty-two hours. Any employee who does not obtain a post-accident drug test may be subject to disciplinary action, up to and including termination.

The employee shall remain off work until the Drug Program Administrator obtains the test results from the Medical Review Officer and further action can be determined. The County must take all reasonable steps to obtain a urine specimen from an employee after an accident, but any injury should be treated first.

- C. Random. The County shall administer reasonable and nondiscrimination random drug tests for all employees.

However, all Elected Officials. However, because of *Chandler v. Miller*, 520 U.S. 305 (1997), Elected Officials may choose not to be subject to random drug testing by informing the Drug Program Administrator who shall require the Collector to remove the Elected Official from the random number table used to select covered employees for testing.

For licensed medical employees and health care providers, drug screens can be done on a periodic basis with the Employer to announce the drug screens upon 30 days written notice.

Selection for random drug testing shall be done using a random number table comprised of covered employees. Random tests shall be unannounced and conducted at various times during the year. Employees selected for random testing shall be notified after reporting for duty the day of the tests. Employees shall report immediately to the collection site. Random selection means that covered employees have an equal chance at being selected for testing each and every time testing is conducted.

- D. Reasonable cause. The County may drug test each employee when there is reasonable cause to believe the employee is under the influence of alcohol or a prohibited drug. The decision to test must be based upon a reasonable and articulable belief that the employee is using a prohibited drug or alcohol on the basis of specific, contemporaneous physical, behavioral or performance indicators of probable drug or alcohol use. (See Addendum 1) The decision to test for reasonable cause shall be made by a supervisor trained in detecting drug or alcohol use. The decision to test must be documented within twenty-four (24) hours of the observed behavior or before the test results are released, whichever is earlier. "Reasonable cause" testing applies to all St. Clair County employees.
- E. Consensual. Any employee may volunteer or consent to drug testing at any time regardless of the presence or absence of otherwise required justification.

If an employee volunteers or consents to drug testing, St. Clair County is not obligated to conduct a drug test. However, the County may proceed with drug

testing based on an employee's volunteering or consenting and the County may conduct any of the tests described in this policy.

Before the test is conducted, the employee must sign a voluntary consent form.

The processing of the test or tests shall be consistent with the procedures of this directive except that the employee requesting the test agrees to pay for all of the costs of the drug tests, including independent testing.

Any verified positive test resulting from an employee volunteering or consenting to be tested shall be considered a positive test in accordance with established County drug testing procedures.

An employee who requests a consensual drug test shall be responsible for all costs of the drug test, including independent testing.

Training

A supervisor with the authority to order an employee to undergo reasonable cause testing shall undergo at least sixty (60) minutes of training on controlled substances use. The training shall cover the physical, behavioral, and performance indicators of probable use of controlled substances or alcohol.

Return to duty: an employee who refuses to take or does not pass a drug test may not return to their employment until the employee passes a drug test administered under this section and the Medical Review Officer has determined that the employee may return to work.

3. **RESPONSIBILITIES**

The Human Resource Department shall administer drug testing.

A. Confidentiality

Information regarding an individual's drug testing results or rehabilitation is confidential and may be released only with the written consent of the individual, except that such information must be released regardless of consent to the Administrator or representative of a state agency upon request as part of an accident investigation. Information regarding an individual's drug testing results may also be released to the staff of the Human Resources Department on a job-related need-to-know basis or the employee waives by overt action, their right to confidentiality by placing the information at issue in a formal dispute between the County and the employee.

4. **USE OF LEAVE**

A. Substance Abuse Treatment

Time used for assessment, evaluation, counseling, and treatment of drug dependency may be charged against accrued and available sick and vacation leave in accordance with the same requirements which apply to another illness or injury and may be eligible for the Family Medical Leave Act (FMLA) in accordance with Section 8, C, 6. Granting of a leave of absence without pay for the above purposes shall be governed by the rules which apply to other requests for such leave under the Personnel Code.

B. Reasonable Suspicion Testing

1. Positive Test Results: If an employee tests positive for illegal drugs, time not worked while testing must be charged according to sick leave policies of the Personnel Code or labor agreement.
2. Negative Test Results: If an employee tests negative, time spent testing shall be considered work time.
3. Time Spent Waiting for Results: If an employee is tested based on reasonable suspicion of being under the influence of controlled substances and is not allowed to return to work pending the results of testing, the employee should be placed on paid administrative leave during the waiting period.

5. **LAST CHANCE AGREEMENT**

Purpose: The purpose of a Last Chance Agreement is to offer a County employee who has violated the County's drug policy a final opportunity to correct the misconduct by obtaining treatment for their substance abuse problem. If the employee fails to comply with the requirements of the treatment plan as set forth by the substance abuse professional, the original discipline of termination shall be implemented.

A. When used: Last Chance Agreements may be used solely at the County's option when all of the following are present:

1. The employee's conduct is deemed by the Department Head or Elected Official to warrant termination but mitigating factors exist.
2. The employee cooperated fully with the administration of the County's drug testing policy, including fully responding to inquiries from the Medical Review Officer and the County.
3. There was no tainting, tampering, or substitution of urine samples.
4. There was no falsifying of information or other misconduct.

B. The employee agrees to be evaluated by a substance abuse professional selected by the County to determine whether there are dependency issues, and if there are

dependency issues, agrees to participate in the recommended treatment program that the substance abuse professional outlines for the employee.

C. A Last Chance Agreement shall include, at a minimum, the following:

1. The employee agrees to successfully enroll, participate, and complete the treatment program if such is recommended by the substance abuse professional.
2. The employee agrees to the right of the County to administer random drug tests for a period of two (2) years from the date of completion of the program and for a period of five (5) years for CDL drivers.
3. The employee agrees to termination for future violations of the County's drug policy and signs a written acknowledgement of such termination in the event of a future violation.

Signatures: All Last Chance Agreements must be signed by the employee and a supervisor with the authority to terminate the employee. Additional signatures may be required from the recognized labor representative and the employee's immediate supervisor if the supervisor does not have the authority to terminate the employee.

After the Last Chance Agreement has been completed, the original shall be placed in the employee's personnel file, a copy shall be provided to the employee, and a copy shall be maintained by the Human Resource Department.

Section 22. SAVINGS CLAUSE

If any provision of this Code is subsequently declared by legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable laws, statutes, ordinances and regulations of the United States of America or the State of Illinois, all other provisions of this Code shall remain in full force and effect.

St Clair County Personnel Code

Adopted February 25, 1991

Revised June 28, 1993

Revised April 29, 1994

Revised December 2002

Revised October 2007

Revised September 2010

Revised September 30, 2013

Revised February 1, 2024

Revised March 19, 2024

Revised February 1, 2025

EMPLOYEE PERSONNEL CODE ACKNOWLEDGMENT

I acknowledge that I have received a copy of the St. Clair County Personnel Code and that I have the responsibility to read and familiarize myself with its provisions. By signing this Acknowledgement, I agree to comply with the guidelines, policies, practices, and procedures of the County. If I have any questions about the contents of this Personnel Code or any other policies or procedures, I understand that I should contact a member of the Human Resources Department.

I understand that the County may modify or withdraw the policies, practices and procedures outlined in this Personnel Code at any time. I also acknowledge that this Personnel Code is not a contract of employment and that, absent any other written agreement with the County, or Collective Bargaining Agreement, there is no specified length of employment and my employment is at-will. Accordingly, and absent any other written agreement with the County or Collective Bargaining Agreement, either I or the County can terminate the employment relationship at any time, for any reason not prohibited by law, and without prior notice.

I understand that the County has adopted a policy not to discriminate against any employee or applicant for employment on the basis of any category protected by federal, state or local law. I also understand that the County has a zero-tolerance policy for workplace harassment, including sexual harassment. I acknowledge that I am aware of the County's anti-discrimination, anti-harassment and anti-retaliation policies, and I agree to abide by the terms of those policies. I understand that if I have any concerns about my work environment, I should report my concerns to my supervisor or a member of the Human Resources Department.

Finally, I understand that failure to follow the County's policies and/or procedures and/or a violation of the County's policies and/or procedures may result in disciplinary action, up to and including termination of my employment.

Employee Name: _____

Date: _____

Employee Signature: _____

RESOLUTION calling public hearings concerning the intent of the County Board of The County of St. Clair, Illinois, to enter into one or more proposed Lease Agreements and/or one or more proposed Lease Supplements with the Public Building Commission of St. Clair County, Illinois, in the aggregate principal amount of not to exceed \$15,000,000.

* * *

WHEREAS, the County Board of The County of St. Clair, Illinois (the "*County*"), is a duly organized and existing county created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Counties Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the County Board of the County (the "*Board*"), intends to enter into one or more proposed Lease Agreements and/or one or more proposed Lease Supplements (collectively, the "*Lease*") in the aggregate principal amount of not to exceed \$15,000,000 with the Public Building Commission of St. Clair County, Illinois, relating to acquiring, constructing, improving, altering, equipping, repairing, maintaining, operating and securing buildings, offices, and parking facilities, including, but not limited to, the County Juvenile Detention Center, the County Public Safety Building, the County Courthouse and Garage, the County Office Building, the Emergency Telephone System Building, the Highway Department Building, the facilities for the Regional Office of Education, the St. Clair County Public Service Facility, the existing Animal Control Building and a new Animal Control Building and for the payment of related costs and expenses; and

WHEREAS, the payments required under the Lease will be a general obligation of the County as described in the Bond Issue Notification Act of the State of Illinois, as amended (the "*Act*"); and

WHEREAS, the Act requires the Board to hold a public hearing concerning the Board's intent to enter into the Lease before adopting a resolution providing for the approval and execution of the Lease (the "*BINA Hearing*"); and

WHEREAS, the Public Building Commission Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board's intent to enter into the Lease before any taxes can be extended with respect to the Lease (the "*PBC Hearing*");

NOW, THEREFORE, Be It and It is Hereby Resolved by the County Board of The County of St. Clair, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by reference.

Section 2. BINA Hearing Called. The Board hereby calls the BINA Hearing to be held at 7:30 o'clock P.M. on the 24th day of February, 2025, at the County Courthouse, Room B-564, 10 Public Square, Belleville, Illinois, in the County, concerning the Board's intent to approve and execute the Lease and to receive public comments regarding the proposal to approve and execute the Lease.

Section 3. Notice of the BINA Hearing. Notice of the BINA Hearing shall be given by the County Clerk of the County (the "*County Clerk*") by (i) publication at least once not less than 7 nor more than 30 days before the date of the BINA Hearing in *Bellville News-Democrat*, the same being a newspaper of general circulation in the County, and (ii) posting said notice at least 72 hours before the BINA Hearing at the principal office of the Board.

Section 4. Form of BINA Notice. Notice of the BINA Hearing shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE COUNTY BOARD OF THE COUNTY OF ST. CLAIR, ILLINOIS
TO APPROVE AND EXECUTE ONE OR MORE PROPOSED LEASE AGREEMENTS
AND/OR ONE OR MORE PROPOSED LEASE SUPPLEMENTS IN THE
AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$15,000,000**

PUBLIC NOTICE IS HEREBY GIVEN that the County Board of The County of St. Clair, Illinois (the "*County*"), will hold a public hearing on the 24th day of February, 2025, at 7:30 o'clock P.M. The hearing will be held at the County Courthouse, Room B-564, 10 Public Square, Belleville, Illinois. The purpose of the hearing will be to receive public comments on the proposal by the County to enter into one or more proposed Lease Agreements and/or one or more proposed Lease Supplements in the aggregate principal amount of not to exceed \$15,000,000 with the Public Building Commission of St. Clair County, Illinois, for the purpose of acquiring, constructing, improving, altering, equipping, repairing, maintaining, operating and securing buildings, offices, and parking facilities, including, but not limited to, the County Juvenile Detention Center, the County Public Safety Building, the County Courthouse and Garage, the County Office Building, the Emergency Telephone System Building, the Highway Department Building, the facilities for the Regional Office of Education, the St. Clair County Public Service Facility, the existing Animal Control Building and a new Animal Control Building and for the payment of related costs and expenses. The payments required under the Lease Agreement will be a general obligation of the County.

By order of the County Board of The County of St. Clair, Illinois.

DATED the 27th day of January, 2025.

Thomas Holbrook, County Clerk

Section 5. BINA Hearing Requirements. At the BINA Hearing the Board shall explain the reasons for the Lease and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt a resolution providing for the approval and execution of the Lease for a period of seven (7) days after the final adjournment of the BINA Hearing.

Section 6. PBC Public Hearing Called. The Board hereby calls the PBC Hearing to be held at 7:30 o'clock P.M. on the 24th day of February, 2025, at the County Courthouse, Room B-564, 10 Public Square, Belleville, Illinois, in the County, concerning the Board's intent to levy and have extended taxes to make the rental payments due on the Lease and to receive public comments with respect thereto.

Section 7. Notice of the PBC Hearing. Notice of the PBC Hearing shall be given by the County Clerk by publication at least once at least 15 days before the date of the PBC Hearing in *Bellville News-Democrat*, the same being a newspaper of general circulation in the County.

Section 8. Form of PBC Notice. Notice of the PBC Hearing shall be in substantially the following form:

NOTICE OF PUBLIC HEARING on one or more proposed Lease Agreements and/or one or more proposed Lease Supplements between The County of St. Clair, Illinois, and the Public Building Commission of St. Clair County, Illinois.

A public hearing regarding one or more proposed Lease Agreements and/or one or more proposed Lease Supplements between The County of St. Clair, Illinois, as lessee, and the Public Building Commission of St. Clair County, Illinois, as lessor, will be held by the County Board of said County on the 24th day of February, 2025, at 7:30 o'clock P.M. at the County Courthouse, Room B-564, 10 Public Square, Belleville, Illinois. The largest yearly rental payment set forth in the proposed leases will not exceed \$15,000,000. The maximum length of any of the proposed leases is 30 years.

The purpose of the leases is to acquire, construct, improve, alter, equip, repair, maintain, operate and secure buildings, offices and parking facilities to be leased by said Commission to said County.

Dated this 27th day of January, 2025.

By Order of the County Board of The
County of St. Clair, Illinois

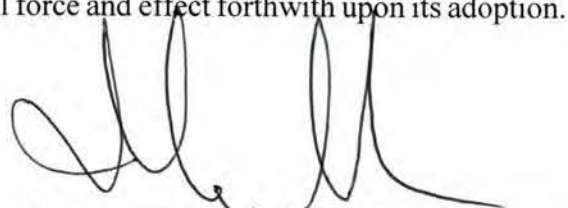
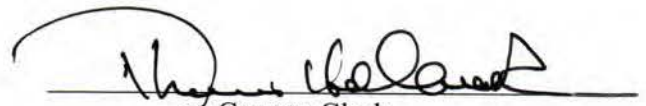
Thomas Holbrook, County Clerk

Section 9. PBC Hearing Requirements. At the PBC Hearing all persons residing or owning property in the County shall have an opportunity to be heard orally, in writing, or both.

Section 10. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

Section 11. Repeal. All resolutions and parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted January 27, 2025.


Chairman, County Board
County Clerk

Resolution No. 2978-25-R

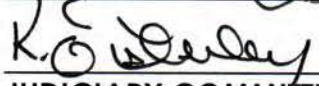
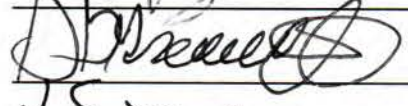
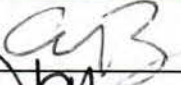
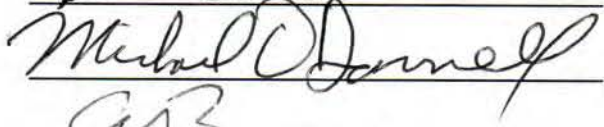
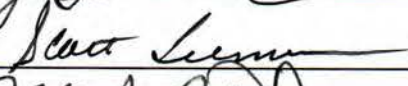
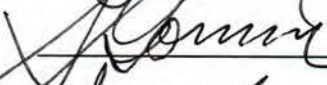
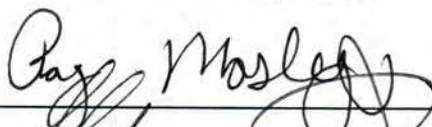
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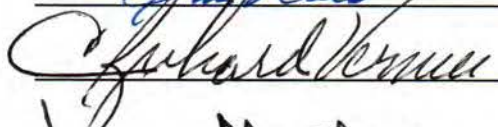
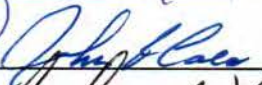
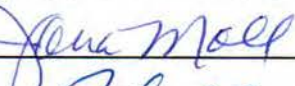
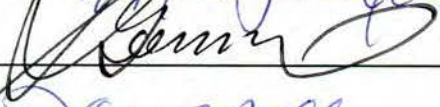
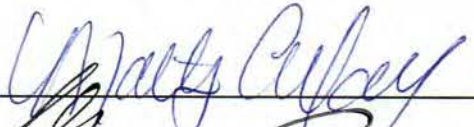
State's Attorney's Office



Director of Administration



JUDICIARY COMMITTEE



FINANCE COMMITTEE

MINUTES of a regular public meeting of the County Board of The County of St. Clair, Illinois, held at the County Courthouse, Room B-564, 10 Public Square, Belleville, Illinois, in said County at 7:30 o'clock P.M., on the 27th day of January, 2025.

* * *

The meeting was called to order by the Chairman, and upon the roll being called, Mark Kern, the Chairman, and the following County Board Members at said location answered present: Mr. Allen, Mr. Baricevic, Mr. Bittle, Mr. Cockrell, Mr. Coers, Mr. Crawford, Mr. Dawson, Mr. Easterley, Mr. Gomric, Mr. Greenwald, Ms. Gruberman, Mr. Henning, Mr. Hollingsworth, Mrs. Moll, Mr. Moore, Mr. Lonnie Mosley, Mr. Roy Mosley, Jr., Mr. O'Donnell, Mr. Reeb, Mr. G. W. Scott, Jr., Mr. Sharkey, Mr. Smallheer, Mr. Tieman, Mr. Trentman, Mr. Vernier and Mr. Wilhelm.

The following County Board Members were absent: Mr. Dinges and Mr. Meile.

The Chairman announced that the Bond Issue Notification Act and the Public Building Commission Act require that public hearings be called and held in connection with one or more proposed Lease Agreements and/or one or more proposed Lease Supplements in the aggregate principal amount of not to exceed \$15,000,000 between the County, as lessee, and the Public Building Commission of St. Clair County, Illinois, as lessor, relating to acquiring, constructing, improving, altering, equipping, repairing, maintaining, operating and securing buildings, offices, and parking facilities, including, but not limited to, the County Juvenile Detention Center, the County Public Safety Building, the County Courthouse and Garage, the County Office Building, the Emergency Telephone System Building, the Highway Department Building, the facilities for the Regional Office of Education, the St. Clair County Public Service Facility, the existing Animal Control Building and a new Animal Control Building and for the payment of related costs and expenses, and that the County Board would consider the adoption of a resolution calling such public hearings.

Whereupon County Board Chairman Kern presented in full a resolution as follows and a copy of the resolution was provided to every County Board Member prior to said meeting:

County Board Member Mr. Roy Mosley, Jr. moved and County Board Member Mr. Tieman seconded the motion that said resolution as presented and read by the County Clerk be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following County Board Members voted

AYE: Mr. Allen, Mr. Baricevic, Mr. Bittle, Mr. Cockrell, Mr. Coers, Mr. Crawford, Mr. Dawson, Mr. Easterley, Mr. Gomric, Mr. Greenwald, Ms. Gruberman, Mr. Henning, Mr. Hollingsworth, Mrs. Moll, Mr. Moore, Mr. Lonnie Mosley, Mr. Roy Mosley, Jr., Mr. O'Donnell, Mr. Reeb, Mr. G. W. Scott, Jr., Mr. Sharkey, Mr. Smallheer, Mr. Tieman, Mr. Trentman, Mr. Vernier and Mr. Wilhelm

NAY: None

Whereupon the Chairman declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the County Clerk to record the same in the records of the County Board of The County of St. Clair, Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at the meeting.

Upon motion duly made, seconded and carried, the meeting was finally adjourned.

County Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF ST. CLAIR)

CERTIFICATION OF MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of St. Clair, Illinois (the "*County*"), and as such official I am the keeper of the records and files of the County Board of the County (the "*Board*").

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 27th day of January, 2025, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION calling public hearings concerning the intent of the County Board of The County of St. Clair, Illinois, to enter into one or more proposed Lease Agreements and/or one or more proposed Lease Supplements with the Public Building Commission of St. Clair County, Illinois, in the aggregate principal amount of not to exceed \$15,000,000.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 72 hours in advance of the holding of said meeting, that said agenda contained a separate specific item concerning the proposed adoption of said resolution, a true, correct and complete copy of said agenda as so posted being attached to this certificate as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, the Counties Code of the State of Illinois, as amended, the Bond Issue Notification Act of the State of Illinois, as amended, and the Public Building Commission Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this 27th day of January, 2025.




County Clerk

INTERGOVERNMENTAL AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter referred to as the "Agreement") is made and entered into this 27 Day of January 2025, by and between Caseyville Township, 10001 Bunkum Road, Fairview Heights, Illinois ("Township"), and St. Clair County, 10 Public Square, Belleville, Illinois ("County").

RECITALS

1. The Township and County are authorized and empowered by Article VII, Section 10 of the Constitution of the State of Illinois (1970) and 5 ILCS 220/1, *et seq.*, to enter into intergovernmental agreements for any purpose not prohibited by law.
2. The Township desires that the County provide assessment services for the Township.
3. St. Clair County and the St. Clair County Assessor are willing to provide assessing services to the Township pursuant to the authority granted by statute in 35 ILCS 200/9-80.
4. The Township and the County now desire to enter into an Intergovernmental Agreement, wherein the County shall provide assessment services for the Township.

NOW, THEREFORE, IN CONSIDERATION OF THE ABOVE RECITALS AND FOLLOWING AGREEMENTS, THE TOWNSHIP AND COUNTY HEREBY AGREE AS FOLLOWS:

5. That the preceding recitations in the upper part of this Intergovernmental Agreement are restated, realleged, and adopted as paragraph four (4) of this Intergovernmental Agreement.
6. The County shall provide assessment services for the Township pursuant to this Agreement.
7. The Township agrees to pay to the County, and the County agrees to accept from the Township, payment in the amount of One Dollar (\$1.00), in addition to other good and valuable consideration, the receipt of which is hereby acknowledged, for each year during which the County provides assessment services for the Township.

8. The term of this Agreement shall be year-to-year, commencing on the date of its execution by both parties and automatically renewing for an additional year on the first anniversary of that date ("Term"). Either party shall have the option to terminate this Agreement by giving the other party written notification of the terminating party's intent to terminate at least ninety (90) days before the end of the term. If a party gives said written notification to the other party in compliance with this Section, the Agreement shall terminate at the end of its current Term.

9. Each subscriber to this Agreement warrants to the other that he or she is authorized to execute, deliver and perform this Agreement in the name of the party on whose behalf he or she executes it.

10. Each subscriber further warrants to the other that execution, delivery and performance of this Agreement does not constitute a breach or violation of any agreement or undertaking by which the represented party is bound.

11. This Agreement shall be binding on the parties and their respective successors. It may be assigned only by written agreement of the parties.

12. Each party shall, at the request and expense of the other, have its representative execute and deliver any further documents and do all acts and things as that party may be reasonably required to do to carry out the true intent and meaning of this Agreement.

13. This Agreement is governed by and shall be interpreted and enforced in accordance with the laws of the State of Illinois.

14. No waiver of any term or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and signed on behalf of the party making the waiver and then shall be effective only in the specific instance and for the purpose given. This Agreement shall not in any other way be modified except in writing signed on behalf of both parties.

15. This Agreement is severable, and the invalidity or unenforceability of any provision of this Agreement, or any part thereof, shall not render the remainder invalid or unenforceable, but this Agreement shall be construed in such a fashion as to eliminate the invalid or unenforceable part and to the extent possible preserve and effectuate the purpose of this Agreement.

16. All notices, demands, requests for payment or other communication under or in

respect of this Agreement shall be in writing and shall be deemed to have been given when the same are (i) deposited in the United States mail and sent by first class mail, postage prepaid, or (ii) delivered, in each case, to the Township or County at their respective addresses as set forth above, or at such other address as each may designate by notice to the other in writing.

17. This Agreement expresses the complete and final understanding of the parties with respect to its subject matter.

IN WITNESS WHEREOF, this Agreement is executed on the date set forth above.

CASEYVILLE TOWNSHIP



By: Jim Krummrich

Title: Supervisor

Date: January 16, 2025

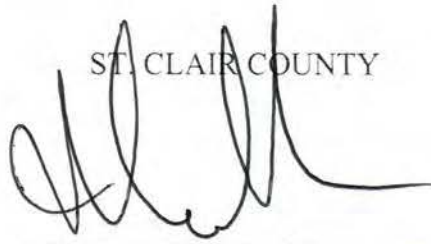
Attest: 

Justin Gough

By: _____

Title: Clerk

ST. CLAIR COUNTY



By: Mark Kern

Title: St. Clair County Board Chairman

Date: 2/10/25

Attest: 

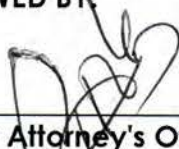
Thomas Holbrook

By: _____

Title: County Clerk

Recommendation to Approve the Intergovernmental Agreement Between Caseyville Township and St. Clair County for Assessment Services

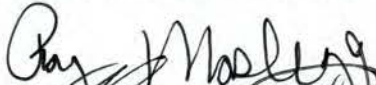
REVIEWED BY:



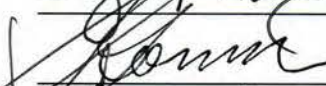
State's Attorney's Office



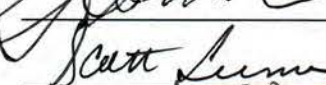
Director of Administration



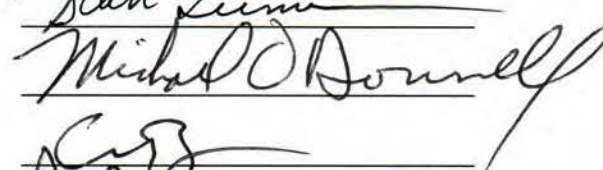
Ray Mosley



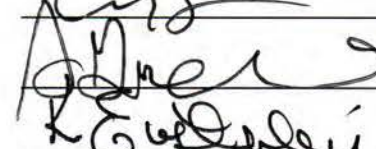
Scott



Michael O'Donnell



Michael O'Donnell



J. E. Eversley

JUDICIARY COMMITTEE

ILLINOIS FOP LABOR COUNCIL

and

ST. CLAIR COUNTY BOARD / ST. CLAIR COUNTY SHERIFF

F.O.P. Lodge #148
Road Deputies Unit

January 1, ~~2021-2024~~ – December 31, ~~2023-2026~~

Springfield - Phone: 217-698-9433 / Fax: 217-698-9487
Western Springs - Phone: 708-784-1010 / Fax: 708-784-0058
Web Address: www.fop.org
24-hour Critical Incident Hot Line: 877-IFOP911



ILLINOIS FOP LABOR COUNCIL

and

ST. CLAIR COUNTY BOARD / ST. CLAIR COUNTY SHERIFF

F.O.P. Lodge 148
Correctional Officers Unit

January 1, ~~2021~~ 2024 – December 31, ~~2023~~ 2026

Springfield - Phone: 217-698-9433 / Fax: 217-698-9487
Western Springs - Phone: 708-784-1010 / Fax: 708-784-0058
Web Address: www.fop.org
24-hour Critical Incident Hot Line: 877-IFOP911



Recommendation to Approve the Agreement Between St. Clair County
Correctional Officers and Road Deputies Units and the Illinois FOP Labor Council
Lodge #148

REVIEWED BY:

State's Attorney's Office

Director of Administration

Courtney Moore

Ray Dancy

W. J. [Signature]

W. J. [Signature]

Ken [Signature]

Jim [Signature]

LABOR/MANAGEMENT COMMITTEE

Marty [Signature]

Don [Signature]

Sam [Signature]

Phil [Signature]

Richard [Signature]

W. [Signature]

FINANCE COMMITTEE

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement is entered into by and between the County of St. Clair ("County") and the Village of Swansea, Illinois ("Village").

RECITALS

WHEREAS, the County Sheriff's Department maintains a Drug Tactical Unit (DTU) with participation of County deputies and municipal police officers, including the Village; and

WHEREAS, the County and the Village desire to acknowledge the defense and indemnification requirements for civil litigation asserted against Village police officers arising from DTU participation.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other good and valuable consideration, the parties agree as follows:

1. **Recitals.** All of the above and foregoing recitals are hereby incorporated in and made a part of this Agreement.

2. **Defense and Indemnification.**

The County shall provide a joint legal defense of County deputies and municipal/village police officers subject to civil litigation arising from an alleged act or omission within the scope of DTU participation. The County is not required to indemnify municipal police officers for any civil-litigation settlement and/or judgment arising from an alleged act or omission within the scope of DTU participation; provided, however, that the County may, in its sole and absolute discretion, so indemnify municipal/village police officers for any civil-litigation settlement and/or judgment arising from an alleged act or omission within the scope of DTU participation. Such issue of indemnification remains subject to further negotiation to agreement as to the respective obligations of the County and the Village based upon the allegations asserted in such civil litigation.

3. **Term.** The term of this Intergovernmental Agreement shall be from January 1, 2025 to December 31, 2027, unless terminated sooner as provided herein. Either party may terminate this Intergovernmental Agreement without cause upon thirty (30) days written notice to the other party.

4. **Notice.** All notices, requests, approvals, demands and other communications required or permitted to be given under this Intergovernmental Agreement shall be in writing and shall be deemed to have been duly given and to be effective when delivered personally (including delivery by express or courier service) or, if mailed, three (3) business days after being deposited in the United States mail as registered or certified matter, postage prepaid, return receipt requested, addressed as follows or to such other address as either party may designate by notice to the other party in accordance with this Paragraph 4:

If to County: County Board Chairman
St. Clair County
10 Public Square
Belleville, Illinois 62220

If to City: Mayor
Village of Swansea
1444 Boul Avenue
Swansea, Illinois 62226

5. **Amendments.** Neither this Intergovernmental Agreement nor any term or provision hereof may be changed, waived, discharged or terminated, except by an instrument in writing signed by both of the parties hereto.

6. **Captions.** The captions to this Intergovernmental Agreement are for convenience of reference only and in no way define or limit the scope or intent of this Intergovernmental Agreement.

7. **Assignment.** This Intergovernmental Agreement may not be assigned by either party.

8. **Controlling Law.** This Intergovernmental Agreement shall be interpreted and construed in accordance with the laws of the State of Illinois.

9. **Severability.** If, for any reason, any clause or provision of this Intergovernmental Agreement, or the application of any clause to a particular context or to a particular situation, circumstance or person, should be held unenforceable, invalid or in violation of law by any court or other tribunal, the application of such clause or provision in other contexts or to other situations, circumstances or persons shall not be affected thereby, and the remaining clauses and provisions hereof shall remain in full force and effect.

10. **Entire Agreement.** This Intergovernmental Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and any and all prior correspondence, conversations or memoranda are merged herein.

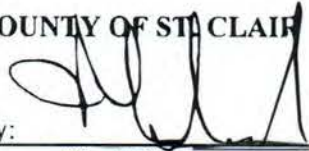
11. **Nonexclusive Agreement.** This Intergovernmental Agreement is independent of, and in addition to, any other contracts or mutual agreements between the parties and to any other contracts or agreements to which either is a party.

[REMAINDER OF PAGE INTENTIONALLY BLANK]

In witness whereof, the parties have executed this Agreement on this 27 day of January 2025.

COUNTY OF ST. CLAIR

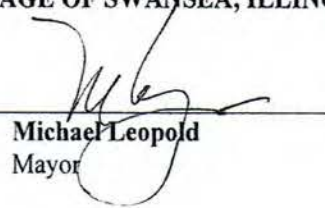
By: _____



Mark Kern
County Board Chairman

VILLAGE OF SWANSEA, ILLINOIS

By: _____

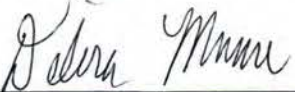


Michael Leopold
Mayor

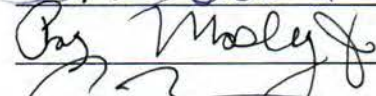
DTU INTERGOVERNMENTAL AGREEMENT

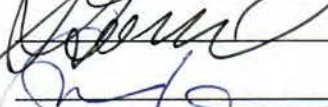
REVIEWED BY:

State's Attorney's Office


Director of Administration

APPROVED BY:


PUBLIC SAFETY COMMITTEE

**AN ORDINANCE ALTERING THE MAXIMUM SPEED LIMIT THROUGHOUT
COUNTRY CROSSING SUBDIVISION, ST. CLAIR ROAD DISTRICT, ST.
CLAIR COUNTY, ILLINOIS
25 - 1307**

IT IS HEREBY DECLARED, by the County Board of St. Clair County, Illinois that the basic statutory vehicular speed limit established by Section 5/11-601 of the Illinois Compiled Statutes is greater than that considered reasonable and safe throughout the Country Crossing Subdivision, for which St. Clair Road District has maintenance responsibility, and which is not under the jurisdiction of the Department of Transportation, State of Illinois; and

BE IT FURTHER DECLARED, that this Board has caused to be made, an engineering study (attached) upon the roadways lying within said subdivision; and

BE IT FURTHER DECLARED, that virtue of Section 5/11-604 of the Illinois Compiled Statutes, this Board determines and declares a reasonable and proper absolute maximum speed limit upon said described highway to be as herein set forth; and

BE IT FURTHER DECLARED, that upon approval by this Board, signs giving notice thereof shall be erected in conformance with the standards and specifications contained in the Illinois Manual of Uniform Traffic Control Devices for Street and Highways.

NOW, THEREFORE, BE IT ORDAINED, by the St. Clair County Board, that the maximum speed limit on the roadways within the Country Crossing Subdivision, St. Clair Road District, St. Clair County, Illinois be established at 25 MPH:

SECTION I. ERECTION AND NOTICE. This ordinance shall take effect from and after erection of said signs giving notice of the speed limit.

SECTION II. PENALTY. Any person violating this Ordinance shall, upon conviction, be fined according to the provisions of Section 1-1-20 of the Revised Code of Ordinances of St. Clair County, Illinois.

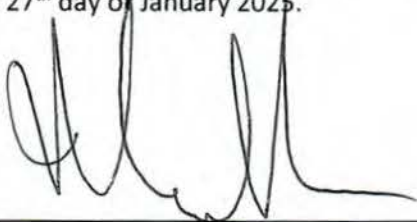
SECTION III. SEPERABILITY. If any part or provision of this Ordinance, of the application thereof to any person, property, or circumstances is adjudged invalid by any court of competent

jurisdiction, such judgment shall be confined in its operation and direction to the part, provision, section or application directly involved in the controversy in which such judgement shall have been rendered and shall not affect or impair the integrity of validity of the remainder of this Ordinance or the application thereof to other persons, property or circumstances. The County Board hereby declares that it would have enacted the remainder of this Ordinance even without any such part, provision, section or application.

SECTION IV. CONFLICT WITH OTHER ORDINANCES. All Ordinances or parts of other Ordinances in conflict with the provisions of this Ordinance shall to the extent of the conflict, be and are, hereby repealed; provided nothing herein shall in any way excuse or prevent prosecution of any previous or existing violation of any Ordinance superseded hereby.

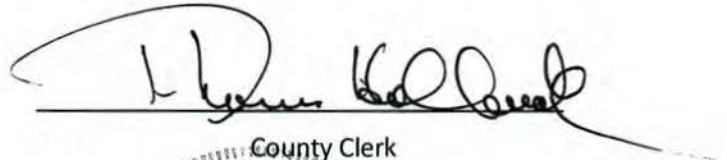
SECTION V. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and approval as provided in the Illinois Compiled Statutes.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, this 27th day of January 2025.



County Board Chairman

Attest



County Clerk



ORDINANCE

Resolution No

25-1307

REVIEWED BY:

State's Attorney's Office

Director of Administration

Marty Crawford

Ray Mosley

Michael O'Donnell

Harry Hall

Anthony

Robert

TRANSPORTATION COMMITTEE

Ray Mosley

Donna

Joe

Michael O'Donnell

CB

DD

KE

JUDICIARY COMMITTEE

**SPEED REDUCTION STUDY WITHIN
COUNTRY CROSSING SUBDIVISION
ST. CLAIR ROAD DISTRICT ST. CLAIR COUNTY, ILLINOIS**

The current posted speed limit within Country Crossing subdivision is 30 miles per hour. This subdivision has many homes with young children present.

An examination of an approximately one half (1/2) mile length of roadway within the subdivision revealed that there were approximately fifty-one (51) private entrances and five (5) minor side street intersections. Extrapolated out to one (1) mile in length, that would be equivalent to eight-two (102) private entrances and ten (10) minor side street intersections. There are no sidewalks in the area, so pedestrians and cyclist are forced to use the roadways as their means of access. In accordance with IDOT's *Policy on Establishing and Posting Speed Limits on the State Highway System*, effective January 1, 2014, this would allow for a 15% reduction in the prevailing speed. Using the current posted speed limit of 30 MPH as the prevailing speed this equates to an allowable 4.5 MPH reduction.

The study also looked at the posted speed limit in the surrounding subdivisions. Many of them are posted at 25 MPH or lower.

Therefore, based on the considerations listed above, this department recommends that the existing posted speed limit on the streets within Country Crossing Subdivision (Strawbridge Drive, Stablestone Ct., Fieldstone Ct., Greenfield Ct., Fieldstone Dr., Trowbridge Ct., Stablestone Dr., Marmont Ct., Bramblewood Ct. and Greenfield Dr.) be reduced to 25 mph and signed in accordance with the Manual on Uniform Traffic Control and Illinois Department of Transportation Policies.

This study was prepared by the St. Clair County Department of Roads & Bridges
December 2024

RESOLUTION #2979-25-RT

WHEREAS, pursuant to duly published notices, Material Quotations were received in the office of the County Engineer, 1415 North Belt West, Belleville, IL. 62226, until 2:30 P.M., January 7, 2025, at which time they were publicly opened and read, for Furnishing CA02 or CM02; Furnishing CA06 or CM06; Furnishing Seal Coat Aggregate CA16 or CM16; Furnishing Seal Coat Aggregate CA13 or CM13; Furnishing Seal Coat Aggregate Crushed Blast Furnace Slag CA13 or CM13; Furnishing Riprap RR3 and RR4, as Alternate A (loaded on trucks at quarry or stockpile) and Alternate B (to stockpiles within the County as directed by Road Commissioner or County Engineer), for the calendar year 2025, as required for the maintenance of various County Highways and Road District roads as Section 25-00000-00-GM (Stone); and,

WHEREAS, the bids received were as follows:

Verlan Funk Truck Service
5087 State Route 15
Freeburg, IL 62243

CA02/CM02

Alt A	Alt B ROAD DISTRICTS		St. Clair County
	Centreville	Stookey	
650 Tons	300 Tons	250 Tons	100 Tons
N/A	N/A	N/A	N/A

CA06/CM06

Alt A	Alt B ROAD DISTRICTS					
	Canteen 250 Tons	Centreville 900 Tons	Marissa 400 Tons	Millstadt 100 Tons	O'Fallon 150 Tons	St. Clair 500 Tons
3,700 Tons						
N/A	N/A	N/A	\$17.50	N/A	\$14.00	N/A

Alt B (continued) ROAD DISTRICTS		St. Clair County 1000 tons
Stookey 400 Tons		
N/A	N/A	

CA16/CM16

Alt A 5,650 Tons	Alt B ROAD DISTRICTS			
	Caseyville 300 Tons	Centreville 500 Tons	Lenzburg 750 Tons	St. Clair 600 Tons
N/A	N/A	N/A	\$23.90	N/A

Alt B (continued) ROAD DISTRICTS	
Smithton 1,500 Tons	Stookey 2,000 Tons
\$19.15	N/A

CA13/CM13

Alt A 4,500 Tons	Alt B ROAD DISTRICTS				
	Centreville 100 Tons	Fayetteville 1,500 Tons	Marissa 1,000 Tons	Mascoutah 1,400 Tons	Smithton 500 Tons
N/A	N/A	\$22.55	\$24.40	\$22.00	\$19.15

Furnishing Seal Coat
Crushed Blast Furnace Slag
CA13 or CM13

Alt A 2,000 Tons	Alt B ROAD DISTRICTS	
	Fayetteville 1,500 Tons	Smithton 500 Tons
N/A	N/A	N/A

RIPRAP RR3

Alt A 600 Tons	Alt B ROAD DISTRICTS				St. Clair County 100 Tons
	Centreville 200 Tons	Fayetteville 50 Tons	O'Fallon 100 Tons	Stookey 150 Tons	
N/A	N/A	\$26.25	\$26.25	N/A	N/A

RIPRAP RR4

RIPRAP RR4		Alt B					
		ROAD DISTRICTS					
Alt A	Centreville	Fayetteville	Lenzburg	Marissa	St. Clair	St. Clair County	
630 Tons	100 Tons	50 Tons	300 Tons	50 Tons	30 Tons	100 Tons	
N/A	N/A	N/A	N/A	N/A	N/A	N/A	

Falling Springs Quarry Co.
 2901 Stolle Road
 Dupo, IL 62239

CA02/CM02

	Alt B ROAD DISTRICTS		
	Centreville	Stookey	St. Clair County
Alt A			
650 Tons	300 Tons	250 Tons	100 Tons
\$8.40	N/A	N/A	N/A

CA06/CM06

	Alt B ROAD DISTRICTS					
	Canteen	Centreville	Marissa	Millstadt	O'Fallon	St. Clair
Alt A						
3,700 Tons	250 Tons	900 Tons	400 Tons	100 Tons	150 Tons	500 Tons
\$7.00	N/A	N/A	N/A	N/A	N/A	N/A

Alt B (continued) ROAD DISTRICTS		
Stookey		St. Clair County
400 Tons		1000 tons
N/A		N/A

CA16/CM16

	Alt B ROAD DISTRICTS			
	Caseyville	Centreville	Lenzburg	St. Clair
Alt A				
5,650 Tons	300 Tons	500 Tons	750 Tons	600 Tons
\$13.90	N/A	N/A	N/A	N/A

Alt B (continued) ROAD DISTRICTS	
Smithton	Stookey
1,500 Tons	2,000 Tons
N/A	N/A

CA13/CM13

	Alt B ROAD DISTRICTS				
	Centreville	Fayetteville	Marissa	Mascoutah	Smithton
Alt A 4,500 Tons	100 Tons	1,500 Tons	1,000 Tons	1,400 Tons	500 Tons
\$13.90	N/A	N/A	N/A	N/A	N/A

Furnishing Seal Coat Crushed Blast Furnace Slag CA13 or CM13
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	Alt B ROAD DISTRICTS	
	Fayetteville	Smithton
Alt A 2,000 Tons	1,500 Tons	500 Tons
N/A	N/A	N/A

RIPRAP RR3

	Alt B ROAD DISTRICTS				
	Centreville	Fayetteville	O'Fallon	Stookey	St. Clair County
Alt A 600 Tons	200 Tons	50 Tons	100 Tons	150 Tons	100 Tons
\$15.25	N/A	N/A	N/A	N/A	N/A

RIPRAP RR4

Alt A		Alt B				
		ROAD DISTRICTS				
Alt A	Centreville	Fayetteville	Lenzburg	Marissa	St. Clair	St. Clair County
630 Tons	100 Tons	50 Tons	300 Tons	50 Tons	30 Tons	100 Tons
\$18.90	N/A	N/A	N/A	N/A	N/A	N/A

Beelman Logistics, LLC.
One Racehorse Drive
East St. Louis, IL 62205

CA02/CM02

	Alt B ROAD DISTRICTS		
	Centreville	Stookey	St. Clair County
Alt A 650 Tons	300 Tons	250 Tons	100 Tons
N/A	\$12.08	\$12.98	\$14.08

CA06/CM06

	Alt B ROAD DISTRICTS					
	Canteen	Centreville	Marissa	Millstadt	O'Fallon	St. Clair
Alt A 3,700 Tons	250 Tons	900 Tons	400 Tons	100 Tons	150 Tons	500 Tons
N/A	\$12.08	\$10.97	\$12.77	\$11.47	\$14.37	\$13.33

Alt B (continued) ROAD DISTRICTS		St. Clair County
Stookey	400 Tons	
		1000 tons
\$11.93		\$13.27

CA16/CM16

	Alt B ROAD DISTRICTS			
	Caseyville	Centreville	Lenzburg	St. Clair
Alt A 5,650 Tons	300 Tons	500 Tons	750 Tons	600 Tons
N/A	\$19.68	\$17.78	\$20.62	\$20.28

Alt B (continued) ROAD DISTRICTS	
Smithton	Stookey
1,500 Tons	2,000 Tons
\$19.47	\$18.68

CA13/CM13

Alt A	Alt B				
	ROAD DISTRICTS				
	Centreville	Fayetteville	Marissa	Mascoutah	Smithton
4,500 Tons	100 Tons	1,500 Tons	1,000 Tons	1,400 Tons	500 Tons
N/A	\$17.68	\$18.88	\$19.87	\$19.28	\$18.48

**Furnishing Seal Coat
Crushed Blast Furnace Slag
CA13 or CM13**

Alt A	Alt B	
	ROAD DISTRICTS	
	Fayetteville	Smithton
2,000 Tons	1,500 Tons	500 Tons
N/A	\$30.90	\$29.30

RIPRAP RR3

Alt A	Alt B				
	ROAD DISTRICTS				
	Centreville	Fayetteville	O'Fallon	Stookey	St. Clair County
600 Tons	200 Tons	50 Tons	100 Tons	150 Tons	100 Tons
N/A	\$21.43	\$26.88	\$25.83	\$21.67	\$26.03

RIPRAP RR4

Alt A		Alt B				St. Clair County 100 Tons	
		ROAD DISTRICTS					
630 Tons		Centreville 100 Tons	Fayetteville 50 Tons	Lenzburg 300 Tons	Marissa 50 Tons		St. Clair 30 Tons
N/A		\$25.33	\$30.53	\$31.63	\$32.13	\$40.93	\$29.93

CK Hauling
301 East Nashville Road
Lenzburg, IL 62255

CA02/CM02

Alt A	Alt B		St. Clair County
	ROAD DISTRICTS		
650 Tons	Centreville 300 Tons	Stookey 250 Tons	100 Tons
N/A	N/A	N/A	N/A

CA06/CM06

Alt A	Alt B					
	ROAD DISTRICTS					
	Canteen	Centreville	Marissa	Millstadt	O'Fallon	St. Clair
3,700 Tons	250 Tons	900 Tons	400 Tons	100 Tons	150 Tons	500 Tons
N/A	N/A	N/A	\$13.85	N/A	N/A	N/A
Alt B (continued)						
ROAD DISTRICTS						
	Stookey	St. Clair County				
	400 Tons	1000 tons				
	N/A	N/A				

CA16/CM16

Alt A	Alt B			
	ROAD DISTRICTS			
	Caseyville	Centreville	Lenzburg	St. Clair
5,650 Tons	300 Tons	500 Tons	750 Tons	600 Tons
N/A	N/A	N/A	\$19.85	N/A
Alt B (continued)				
ROAD DISTRICTS				
	Smithton	Stookey		
	1,500 Tons	2,000 Tons		
	\$18.45	N/A		

CA13/CM13

Alt A	Alt B				
	ROAD DISTRICTS				
	Centreville	Fayetteville	Marissa	Mascoutah	Smithton
4,500 Tons	100 Tons	1,500 Tons	1,000 Tons	1,400 Tons	500 Tons
N/A	N/A	\$19.85	\$19.85	\$20.00	\$18.00

Furnishing Seal Coat Crushed Blast Furnace Slag CA13 or CM13

Alt A	Alt B	
	ROAD DISTRICTS	
	Fayetteville	Smithton
2,000 Tons	1,500 Tons	500 Tons
N/A	N/A	N/A

RIPRAP RR3

Alt A	Alt B				
	ROAD DISTRICTS				
	Centreville	Fayetteville	O'Fallon	Stookey	St. Clair County
600 Tons	200 Tons	50 Tons	100 Tons	150 Tons	100 Tons
N/A	N/A	\$21.00	\$24.00	N/A	N/A

RIPRAP RR4

Alt A	Alt B					
	ROAD DISTRICTS					
	Centreville	Fayetteville	Lenzburg	Marissa	St. Clair	St. Clair County
630 Tons	100 Tons	50 Tons	300 Tons	50 Tons	30 Tons	100 Tons
N/A	N/A	\$26.50	\$26.50	\$26.50	N/A	N/A

3910 State Route 15
Freeburg, IL 62243

CA02/CM02

Alt A	Alt B		
	ROAD DISTRICTS		
	Centreville	Stookey	St. Clair County
650 Tons	300 Tons	250 Tons	100 Tons
N/A	N/A	N/A	N/A

CA06/CM06

Alt A	Alt B					
	ROAD DISTRICTS					
	Canteen	Centreville	Marissa	Millstadt	O'Fallon	St. Clair
3,700 Tons	250 Tons	900 Tons	400 Tons	100 Tons	150 Tons	500 Tons
N/A	N/A	N/A	N/A	N/A	N/A	N/A

Alt B (continued)	
ROAD DISTRICTS	
Stookey	St. Clair County
400 Tons	1000 tons
N/A	N/A

CA16/CM16

Alt A	Alt B			
	ROAD DISTRICTS			
	Caseyville	Centreville	Lenzburg	St. Clair
5,650 Tons	300 Tons	500 Tons	750 Tons	600 Tons
N/A	N/A	N/A	N/A	N/A

Alt B (continued)	
ROAD DISTRICTS	
Smithton	Stookey
1,500 Tons	2,000 Tons
\$18.70	N/A

CA13/CM13

Alt A	Alt B				
	ROAD DISTRICTS				
	Centreville	Fayetteville	Marissa	Mascoutah	Smithton
4,500 Tons	100 Tons	1,500 Tons	1,000 Tons	1,400 Tons	500 Tons
N/A	N/A	\$18.75	N/A	\$20.80	\$18.70

**Furnishing Seal Coat
Crushed Blast Furnace Slag
CA13 or CM13**

Alt A	Alt B	
	ROAD DISTRICTS	
	Fayetteville	Smithton
2,000 Tons	1,500 Tons	500 Tons
N/A	N/A	N/A

RIPRAP RR3

Alt A	Alt B				
	ROAD DISTRICTS				
	Centreville	Fayetteville	O'Fallon	Stookey	St. Clair County
600 Tons	200 Tons	50 Tons	100 Tons	150 Tons	100 Tons
N/A	N/A	N/A	N/A	N/A	N/A

RIPRAP RR4

RIPRAP RR4		Alt B				
		ROAD DISTRICTS				
Alt A	Centreville	Fayetteville	Lenzburg	Marissa	St. Clair	St. Clair County
630 Tons	100 Tons	50 Tons	300 Tons	50 Tons	30 Tons	100 Tons
N/A	N/A	N/A	N/A	N/A	N/A	N/A

Columbia Quarry Company
 1 Racehorse Drive
 East St. Louis, IL 62205

CA02/CM02

	Alt B ROAD DISTRICTS		
	Centreville	Stookey	St. Clair County
Alt A			
650 Tons	300 Tons	250 Tons	100 Tons
\$8.15	N/A	N/A	N/A

CA06/CM06

	Alt B ROAD DISTRICTS					
	Canteen	Centreville	Marissa	Millstadt	O'Fallon	St. Clair
Alt A						
3,700 Tons	250 Tons	900 Tons	400 Tons	100 Tons	150 Tons	500 Tons
\$7.00	N/A	N/A	N/A	N/A	N/A	N/A

Alt B (continued) ROAD DISTRICTS		
Stookey		St. Clair County
400 Tons		1000 tons
N/A		N/A

CA16/CM16

	Alt B ROAD DISTRICTS			
	Caseyville	Centreville	Lenzburg	St. Clair
Alt A				
5,650 Tons	300 Tons	500 Tons	750 Tons	600 Tons
\$13.85	N/A	N/A	N/A	N/A

Alt B (continued) ROAD DISTRICTS	
Smithton	Stookey
1,500 Tons	2,000 Tons
N/A	N/A

CA13/CM13

Alt A	Alt B ROAD DISTRICTS				
	Centreville	Fayetteville	Marissa	Mascoutah	Smithton
4,500 Tons	100 Tons	1,500 Tons	1,000 Tons	1,400 Tons	500 Tons
N/A	N/A	N/A	N/A	N/A	N/A

Furnishing Seal Coat
Crushed Blast Furnace Slag
CA13 or CM13

Alt A	Alt B ROAD DISTRICTS	
	Fayetteville	Smithton
2,000 Tons	1,500 Tons	500 Tons
N/A	N/A	N/A

RIPRAP RR3

Alt A	Alt B ROAD DISTRICTS				St. Clair County
	Centreville	Fayetteville	O'Fallon	Stookey	
600 Tons	200 Tons	50 Tons	100 Tons	150 Tons	100 Tons
\$15.00	N/A	N/A	N/A	N/A	N/A

RIPRAP RR4

Alt A	Alt B ROAD DISTRICTS					St. Clair County
	Centreville	Fayetteville	Lenzburg	Marissa	St. Clair	
630 Tons	100 Tons	50 Tons	300 Tons	50 Tons	30 Tons	100 Tons
\$18.90	N/A	N/A	N/A	N/A	N/A	N/A

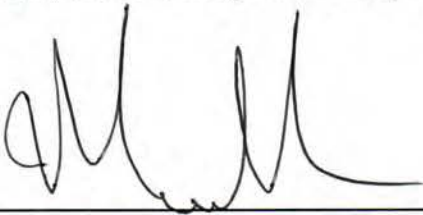
WHEREAS, the purpose of obtaining bids is to establish a unit price at the various sources on quantities considered approximate only; and

WHEREAS, the cost of hauling to the unloading point, as well as the unit price at the quarry will be considered in determining the source from which the materials shall be obtained, as specified in the proposal; and

NOW, THEREFORE, BE IT RESOLVED, and it is that the unit prices be received and placed on file for the purpose of establishing unit prices for 2025 and that the cost for the type of material desired at the various supplier's locations shall be determined based upon base price and mileage from the source.

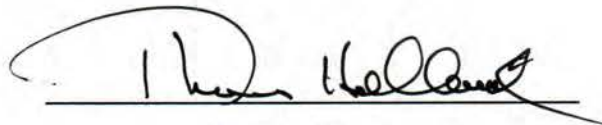
BE IT FURTHER RESOLVED that the County Clerk is hereby directed to transmit, via email, one (1) certified copy of this resolution to the Illinois Department of Transportation, through its Region Five Engineer's office in Collinsville, IL.

APPROVED AND ADOPTED at a meeting of the County Board of the St. Clair County, Illinois, this 27th day of January 2025.



County Board Chairman

Attest



County Clerk



Resolution No. 2979-25-RT

REVIEWED BY:

State's Attorney's Office

Director of Administration

Mary Cufca
Ray Masley
Michael O'Donnell
Anthony J. Smith
Gutierrez
John L. Lutz
Richard Warner
TRANSPORTATION COMMITTEE

Ray Masley
Warner
Scott Lutz
Michael O'Donnell
D. J. Lutz
K. G. Lutz
JUDICIARY COMMITTEE

Mary Cufca
Warner
John Lutz
Richard Warner
Ray Masley
Scott Lutz
FINANCE COMMITTEE

Material Quotation

LETTING: January 8, 2025
Section 25-00000-00-GM (Stone)

ALTERNATE A

BIDDERS	CA06/CM06	CA16/CM16/CN16LO-15	CA13/CM13	AIR COOLED GRF SLAG CA13 or CM13	RIP RAP RR3	RIP RAP RR4	CA02/CM02
	3700 Tons	5650 Tons	4500 Tons	2000 Tons	600 Tons	630 Tons	650 Tons
Verlan Funk Truck Service	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Falling Springs Quarry	\$ 7.00	\$ 13.90	\$ 13.90	N/A	\$ 15.25	\$ 18.90	\$ 8.40
CK Hauling LLC	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Columbia Quarry Co.	\$ 7.00	\$ 13.85	N/A	N/A	\$ 15.00	\$ 18.90	\$ 8.15
Dudley Trucking LLC	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Beelman Logistics, LLC	N/A	N/A	N/A	N/A	N/A	N/A	N/A

ALTERNATE B

BIDDERS	CA06/CM06									
	Canteen Rd Dist	Centreville Rd Dist		Marissa Rd Dist	Millstadt Rd Dist	O'Fallon Rd Dist	St. Clair Rd Dist	Stookey Rd Dist		St. Clair County
	250 Tons	900 Tons		400 Tons	100 Tons	150 Tons	500 Tons	400 Tons		1000 Tons
Verlan Funk Truck Service	N/A	N/A		\$ 17.50	N/A	\$ 14.00	N/A	N/A		N/A
Falling Springs Quarry	N/A	N/A		N/A	N/A	N/A	N/A	N/A		N/A
CK Hauling LLC	N/A	N/A		\$ 13.85	N/A	N/A	N/A	N/A		N/A
Columbia Quarry Co.	N/A	N/A		N/A	N/A	N/A	N/A	N/A		N/A
Dudley Trucking LLC	N/A	N/A		N/A	N/A	N/A	N/A	N/A		N/A
Beelman Logistics, LLC	\$ 12.08	\$ 10.97		\$ 12.77	\$ 11.47	\$ 14.37	\$ 13.33	\$ 11.93		\$ 13.27

CA16/CM16/CN16LO-15

	Caseville Rd Dist	Centreville Rd Dist	Lenzburg Rd Dist				St. Clair Rd Dist	Smithton Rd Dist	Stookey Rd Dist		St. Clair County
	300 Tons	500 Tons	750 Tons				600 Tons	1500 Tons	2000 Tons		
Verlan Funk Truck Service	N/A	N/A	\$ 23.90				N/A	\$ 19.15	N/A		
Falling Springs Quarry	N/A	N/A	N/A				N/A	N/A	N/A		
CK Hauling LLC	N/A	N/A	\$ 19.85				N/A	\$ 18.45	N/A		
Columbia Quarry Co.	N/A	N/A	N/A				N/A	N/A	N/A		
Dudley Trucking LLC	N/A	N/A	N/A				N/A	\$ 18.70	N/A		
Beelman Logistics, LLC	\$ 19.68	\$ 17.78	\$ 20.62				\$ 20.28	\$ 19.47	\$ 18.68		

AIR COOLED CRUSHED BLAST FURNACE SLAG CA13/CM13

	Fayetteville Rd Dist	Smithton Rd Dist
	1500 Tons	500 Tons
Verlan Funk Truck Service	N/A	N/A
Falling Springs Quarry	N/A	N/A
CK Hauling LLC	N/A	N/A
Columbia Quarry Co.	N/A	N/A
Dudley Trucking LLC	N/A	N/A
Beelman Logistics, LLC	\$ 30.90	\$ 29.30

CA13/CM13

	Centreville Rd Dist	Fayetteville Rd Dist	Marissa Rd Dist	Mascoutah Rd Dist	Smithton Rd Dist
	100 Tons	1500 Tons	1000 Tons	1400 Tons	500 Tons
Verlan Funk Truck Service	N/A	\$ 22.55	\$ 24.40	\$ 22.00	\$ 19.15

Falling Springs Quarry	N/A	N/A	N/A	N/A	N/A					
CK Hauling LLC	N/A	\$ 19.85	\$ 19.85	\$ 20.00	\$ 18.00					
Columbia Quarry Co.	N/A	N/A	N/A	N/A	N/A					
Dudley Trucking LLC	N/A	\$ 18.75	N/A	\$ 20.80	\$ 18.70					
Beelman Logistics, LLC	\$ 17.68	\$ 18.88	\$ 19.87	\$ 19.28	\$ 18.48					
RIP RAP RR3										
	Centreville Rd Dist	Fayetteville Rd Dist	O'Fallon Rd Dist		Stookey Rd Dist			St. Clair County		
	200 Tons	50 Tons	100 Tons		150 Tons			100 Tons		
Verlan Funk Truck Service	N/A	\$ 26.25	\$ 26.25		N/A			N/A		
Falling Springs Quarry	N/A	N/A	N/A		N/A			N/A		
CK Hauling LLC	N/A	\$ 21.00	\$ 24.00		N/A			N/A		
Columbia Quarry Co.	N/A	N/A	N/A		N/A			N/A		
Dudley Trucking LLC	N/A	N/A	N/A		N/A			N/A		
Beelman Logistics, LLC	\$ 21.43	\$ 26.88	\$ 25.83		\$ 21.67			\$ 26.03		
RIP RAP RR4										
	Centreville Rd Dist	Fayetteville Rd Dist	Lenzburg Rd Dist	Marissa Rd Dist				St. Clair Rd Dist		St. Clair County
	100 Tons	50 Tons	300 Tons	50 Tons				30 Tons		100 Tons
Verlan Funk Truck Service	N/A	N/A	N/A	N/A				N/A		N/A
Falling Springs Quarry	N/A	N/A	N/A	N/A				N/A		N/A
CK Hauling LLC	N/A	\$ 26.50	\$ 26.50	\$ 26.50				N/A		N/A
Columbia Quarry Co.	N/A	N/A	N/A	N/A				N/A		N/A
Dudley Trucking LLC	N/A	N/A	N/A	N/A				N/A		N/A
Beelman Logistics, LLC	\$ 25.33	\$ 30.53	\$ 31.63	\$ 32.13				\$ 40.93		\$ 29.93
CA02/CM02										
	Centreville Rd Dist		Stookey Rd Dist					St. Clair County		
	300 Tons		250 Tons					100 Tons		
Verlan Funk Truck Service	N/A		N/A					N/A		
Falling Springs Quarry	N/A		N/A					N/A		
CK Hauling LLC	N/A		N/A					N/A		
Columbia Quarry Co.	N/A		N/A					N/A		
Dudley Trucking LLC	N/A		N/A					N/A		
Beelman Logistics, LLC	\$ 12.08		\$ 12.98					\$ 14.08		

RESOLUTION #2980-25-RT

WHEREAS, pursuant to duly published notices, bids for Section 24-15104-02-BR, which provides for the repair of Str. 082-4138 which carries Bowler Road (TR 168) over Ogles Creek in O'Fallon Road District, were received by the Transportation Committee of the St. Clair County Board and the Township of O'Fallon in the Office of the County Engineer, until 2:00 P.M., Wednesday, January 8, 2025, and publicly opened and read at that time, said construction being done under the provisions of the Illinois Highway Code; and

WHEREAS, the bids received were as follows:

<u>Bidder</u>	<u>Amount Bid</u>
Lake Contracting, Inc. 4650 Stone Church Road Addieville, IL 62217	\$99,977.00
Keeley & Sons, Inc. 6303 Collinsville Road East St. Louis, IL 62201	\$110,977.30
C-Hill Civil Contractors, Inc 14 Dean Street Campbell Hill, IL 62916	\$130,249.90

and;

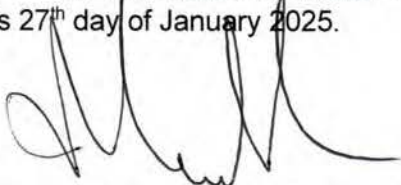
WHEREAS, the low bid of **\$99,977.00** submitted by **Lake Contracting, Inc.**, was 49.6% above the engineer's estimate of cost of \$66,850.00, as prepared by Gonzalez Companies, LLC.

NOW, THEREFORE, BE IT RESOLVED, by the St. Clair County Board that the contract for the construction of Section 24-15104-02-BR, Str 082-4138, Bowler Road, O'Fallon Road District, be and the same is, hereby awarded to Lake Contracting, Inc., Addieville, IL, subject to concurrence by the O'Fallon Township Highway Commissioner and Illinois Dept. of Transportation; and

BE IT FURTHER RESOLVED, that the Chairman of this Board be, and he is, hereby authorized and directed to enter into this contract, on behalf of the County, Lake Contracting, Inc., for the construction of the above designated project in accordance with the proposal, plans and specifications prepared therefor; and

BE IT FURTHER RESOLVED that the County Clerk is hereby directed to transmit, via email, one (1) certified copy of this resolution to the Illinois Department of Transportation, through its Region Five Engineer's office in Collinsville, IL.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, this 27th day of January 2025.



County Board Chairman

Attest


County Clerk

Resolution No. 2980-25-RT

REVIEWED BY:

State's Attorney's Office

Director of Administration

Marty Cefcel

Ray Masley

Michael O'Donnell

John Halliwell

John Halliwell

Richard Krueger

TRANSPORTATION COMMITTEE

Ray Masley

Richard Krueger

John Halliwell

Michael O'Donnell

John Halliwell

L. E. Wiley

JUDICIARY COMMITTEE

Marty Cefcel

Ray Masley

John Halliwell

John Halliwell

Richard Krueger

Ray Masley

John Halliwell

FINANCE COMMITTEE



St. Clair County Department of Roads and Bridges

Tabulation of Bids

County: St. Clair				Date: 1/8/2024		Name and Address of Bidders		C-Hill Civil Contractors, Inc. 14 Dean St. Campbell Hill, IL 62916		Kelley & Sons, Inc. 6303 Collinsville Road East St. Louis, IL 62201		Lake Contracting Inc. 4650 Stone Church Road Addieville, IL 62214		Average Bid Amounts	
Local Agency: O'Fallon Twp Road District				Time: 2:30 PM											
Section: 24-15104-02-BR Bowler Road						Approved Engineer's Estimate									
Estimate: \$ 66,850.00				Funds: MFT											
Item No	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Hot-Mix Asphalt Surface Course	Ton	3.6		\$ -	\$ 1,071.00	\$ 3,855.60	\$ 1,975.00	\$ 7,110.00	\$ 1,000.00	\$ 3,600.00	\$ 1,348.67	\$ 4,855.20		
	IL-9.5, Mix "C", N70				\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
2	Precast Prestressed Concrete	Sq Ft	118		\$ -	\$ 415.00	\$ 48,970.00	\$ 370.00	\$ 43,660.00	\$ 340.00	\$ 40,120.00	\$ 375.00	\$ 44,250.00		
	Deck Beams (17" Depth)				\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
3	Steel Railing, Type S1	Foot	47		\$ -	\$ 290.00	\$ 13,630.00	\$ 255.00	\$ 11,985.00	\$ 236.00	\$ 11,092.00	\$ 260.33	\$ 12,235.67		
4	Waterproofing Membrane System	Sq Yd	22		\$ -	\$ 390.00	\$ 8,580.00	\$ 228.45	\$ 5,025.90	\$ 155.00	\$ 3,410.00	\$ 257.82	\$ 5,671.97		
5	Portland Cement Mortar Fairing	Foot	30		\$ -	\$ 0.01	\$ 0.30	\$ 114.90	\$ 3,447.00	\$ 99.00	\$ 2,970.00	\$ 71.30	\$ 2,139.10		
	Course				\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
6	Mobilization	L Sum	1		\$ -	\$ 19,500.00	\$ 19,500.00	\$ 15,140.00	\$ 15,140.00	\$ 3,900.00	\$ 3,900.00	\$ 12,846.67	\$ 12,846.67		
7	Changeable Message Sign	Cal Da	14		\$ -	\$ 260.00	\$ 3,640.00	\$ 176.30	\$ 2,468.20	\$ 220.00	\$ 3,080.00	\$ 218.77	\$ 3,062.73		
8	Removal of Existing Precast	Sq Ft	118		\$ -	\$ 118.00	\$ 13,924.00	\$ 125.50	\$ 14,809.00	\$ 200.00	\$ 23,600.00	\$ 147.83	\$ 17,444.33		
	Prestressed Concrete Deck Beams				\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
9	Traffic Control and Protection,	L Sum	1		\$ -	\$ 13,650.00	\$ 13,650.00	\$ 6,740.00	\$ 6,740.00	\$ 6,000.00	\$ 6,000.00	\$ 8,796.67	\$ 8,796.67		
	Special				\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
10	Hot-Mix Asphalt Surface	Sq Yd	9		\$ -	\$ 500.00	\$ 4,500.00	\$ 65.80	\$ 592.20	\$ 245.00	\$ 2,205.00	\$ 270.27	\$ 2,432.40		
	Removal (Deck)				\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
					\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
					\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
					\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
					\$ -		\$ -		\$ -		\$ -	\$ -	\$ -		
Total Bid:		As Read:		\$ -	\$ 130,249.90		\$ 110,977.30		\$ 99,977.00		\$ 113,734.73				
		As Calculated:			\$ 130,249.90		\$ 110,977.30		\$ 99,977.00						

RESOLUTION #2981-25-RT

WHEREAS, pursuant to duly published notices, bids were received in the office of the County Engineer, 1415 North Belt West, Belleville, IL. 62226, until 2:30 P.M., January 7, 2025, at which time they were publicly opened and read, for furnishing and applying an estimated quantity of (A) 1,928 Tons of Emulsions HFE-150 and (B) 405 Tons of HFRS-2 for the calendar year 2025 as included in Section 25-(1-19)000-00-GM (Bituminous); and,

WHEREAS, the bids received were as follows:

		<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
Piasa Road Oil, LLC	(A)	1928 Ton	\$621.25/ton	\$1,197,770.00
P.O.Box 484	(B)	405 Ton	\$615.00/ton	\$ 249,075.00
Alton, IL 62002			TOTAL BID PRICE:	\$1,446,845.00
DMS Contracting, Inc	(A)	1928 Ton	\$629.70/ton	\$1,214,061.60
10243 Fuesser Road	(B)	405 Ton	\$603.70/ton	\$ 244,498.50
Mascoutah, IL 62258			TOTAL BID PRICE:	\$1,458,560.10
Evergreen Roadworks, LLC	(A)	1928 Ton	\$725.62/ton	\$1,398,995.36
1414 W Anthony Drive	(B)	405 Ton	\$698.72/ton	\$ 282,981.60
Urbana, IL 61802			TOTAL BID PRICE:	\$1,681,976.96

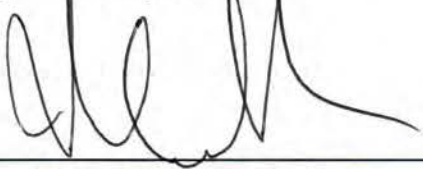
and,

WHEREAS, the low bid was submitted by **Piasa Road Oil, LLC**, P.O.Box 484, Alton, IL 62002, at the prices shown above for a total bid of **\$1,446,845.00**.

NOW THEREFORE, BE IT RESOLVED, pending approval of the Illinois Department of Transportation and the St. Clair County Road Commissioners, that the low bid of Piasa Road Oil, LLC, in the amount of \$1,446,845.00 for furnishing an estimated quantity of 1928 Tons of Emulsions HFE-150 and 405 Tons of HFRS-2, be accepted and the contract for the same be and it is, hereby awarded to Piasa Road Oil, LLC, for the calendar year 2025, in accordance with the provisions set forth in the proposal.

BE IT FURTHER RESOLVED that the County Clerk is hereby directed to transmit, via email, one (1) certified copy of this resolution to the Illinois Department of Transportation, through its Region Five Engineer's office in Collinsville, IL.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, this 27th day of January 2025.



County Board Chairman

Attest



County Clerk



Resolution No. 2981-25-RT

REVIEWED BY:

State's Attorney's Office

Director of Administration

Marty Cyfoed

Ray Masley

Michael O'Donnell

James Hall

Subcommittee

Subcommittee

TRANSPORTATION COMMITTEE

Ray Masley

John Gurn

John Gurn

Michael O'Donnell

John Gurn

JUDICIARY COMMITTEE

Marty Cyfoed

John Gurn

Jana Mace

John Gurn

Subcommittee

Ray Masley

FINANCE COMMITTEE



St. Clair County Department of Roads and Bridges

Tabulation of Bids

County: St. Clair			Date: 1/7/2025		Name and Address of Bidders		Piase Road Oil, LLC P.O. Box 484 Alton, IL 62002		DMS Contracting, Inc. 10243 Fuesser Rd. Mascoutah, IL 62258		Evergreen Roadworks, LLC 1414 W. Anthony Drive Urbana, IL 61802		Average Bid Amounts		
Local Agency: Section: 25-(1-19)000-00-GM			Time: 2:30 PM												
Estimate: \$			Funds:		Approved Engineer's Estimate										
Item No	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
	Emulsions HFE-150	TON	1928	\$ -	\$ -	\$ 621.25	\$ 1,197,770.00	\$ 629.70	\$ 1,214,061.60	\$ 725.62	\$ 1,398,995.36	\$ -	\$ -	\$ 658.86	\$ 1,270,275.65
	HFRS-2	TON	405	\$ -	\$ -	\$ 615.00	\$ 249,075.00	\$ 603.70	\$ 244,498.50	\$ 698.72	\$ 282,981.60	\$ -	\$ -	\$ 639.14	\$ 258,851.70
Total Bid:		As Read:		\$ -	\$ -	\$ 1,446,845.00		\$ 1,458,560.10		\$ 1,681,976.96					
		As Calculated:				\$ 1,446,845.00		\$ 1,458,560.10		\$ 1,681,976.96		\$ -		\$ 1,529,127.35	

RESOLUTION #2982-25-RT

WHEREAS, pursuant to duly published notices, Material Quotations were received in the office of the County Engineer, 1415 North Belt West, Belleville, IL. 62226, until 2:30 P.M., January 7, 2025, at which time they were publicly opened and read, for furnishing (Group 1) HMA Surface Course, Mix "C", N50; (Group 2) HMA Surface Course, Mix "D", N50; (Group 3) Bituminous Mix for Maintenance (IDOT Spec. M 120-16), and (Group 4) Bituminous Mixture for Maintenance (IDOT Spec. M 19-07); all F.O.B. plant, for the calendar year 2025, as required for the maintenance of various County Highways and Road District roads as listed in Section 25-00000-00-GM (Patch); and,

WHEREAS, the bids received were as follows:

<u>Bidder</u>	Group 1 500 Ton <u>Unit Price</u>	Group 2 230 Ton <u>Unit Price</u>	Group 3 695 Ton <u>Unit Price</u>	Group 4 1,755 Ton <u>Unit Price</u>
Asphalt Sales and Products, Inc. 35 Commerce Drive Lebanon, IL 62254	\$90.00/ton	\$95.00/ton	\$160.00/ton	\$110.00/ton
Christ Bros. Asphalt, Inc S. Fritz St. PO Box 158 Lebanon, IL 62254	\$90.00/ton (1, 2, 3)	\$95.00/ton (1, 2, 3)	\$155.00/ton (2, 3)	\$105.00/ton (2, 3)

Christ Bros. Locations:

- (1) 2905 Stolle Road, Dupon, IL 62239
- (2) 6411 Collinsville Road, East St. Louis, IL 62201
- (3) 1100 Reese Drive, Lebanon, IL 62254

and,

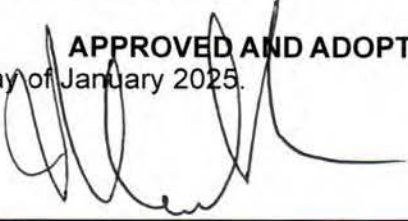
WHEREAS, the purpose of requesting quotations is to establish a unit price on quantities considered approximate only; and,

WHEREAS, the cost of hauling to the unloading point, as well as the unit price at the source will be considered in determining the source from which the material shall be obtained, as specified in the proposal.

NOW THEREFORE, BE IT RESOLVED, that the bids received be awarded based on the unit price submitted and that the source of each product shall be decided based upon unit cost and mileage to the final destination of the projects.

BE IT FURTHER RESOLVED that the County Clerk is hereby directed to transmit, via email, one (1) certified copy of this resolution to the Illinois Department of Transportation, through its Region Five Engineer's office in Collinsville, IL.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, this 27th day of January 2025.



County Board Chairman

Attest




County Clerk

Resolution No. 2982-25-RT

REVIEWED BY:

State's Attorney's Office

Director of Administration

Marty Cufey
Ray Masley
Michael Donnell
James Hall
John Cufey
Robert Cufey
Richard Cufey
TRANSPORTATION COMMITTEE

Ray Masley
James Hall
Michael Donnell

James Hall
K. E. Sweeney
JUDICIARY COMMITTEE

Marty Cufey
James Hall
James Hall
John Cufey
Richard Cufey

Ray Masley
James Hall
FINANCE COMMITTEE



St. Clair County Department of Roads and Bridges

Tabulation of Bids

County: St. Clair				Date: 1/7/2024		Name and Address of Bidders		Christ Brothers Asphalt 820 S. Fritz St. P.O. Box 158 Lebanon, IL 62254		Asphalt Sales and Products P.O. Box 11 Mascoutah, IL 62258		Average Bid Amounts	
Local Agency:				Time: 2:30 PM									
Section: 25-00000-00-GM PATCH						Approved Engineer's Estimate							
Estimate: \$				Funds:									
Item No	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total		
	HMA Surface Course Mix "C" N50	TON	650		\$ -	\$ 90.00	\$ 58,500.00	\$ 90.00	\$ 58,500.00	\$ 90.00	\$ 58,500.00		
	HMA Surface Course Mix "D" N50	TON	320		\$ -	\$ 95.00	\$ 30,400.00	\$ 95.00	\$ 30,400.00	\$ 95.00	\$ 30,400.00		
	Bit Pre-Mix M 120-16 (EZ Street)	TON	865		\$ -	\$ 155.00	\$ 134,075.00	\$ 160.00	\$ 138,400.00	\$ 157.50	\$ 136,237.50		
	Bit Mix M 19-07 (Cold Patch)	TON	1965		\$ -	\$ 105.00	\$ 206,325.00	\$ 110.00	\$ 216,150.00	\$ 107.50	\$ 211,237.50		
					\$ -		\$ -		\$ -	\$ -	\$ -		
Total Bid:		As Read:		\$ -						\$ 436,375.00			
		As Calculated:				\$ 429,300.00		\$ 443,450.00					

RESOLUTION #2983-25-RT

WHEREAS, a cross road culvert on State Street has deteriorated and needs to be replaced; and,

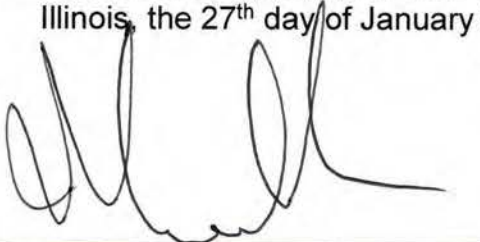
WHEREAS, the County is desirous of replacing the culvert and associated road repairs in a timely manner; and,

WHEREAS, an estimate was received from Hanks Excavating and Landscaping INC to replace the culvert and ancillary repairs .

NOW, THEREFORE, BE IT RESOLVED, that the project be awarded to said contractor in the amount of \$19,425.00; and

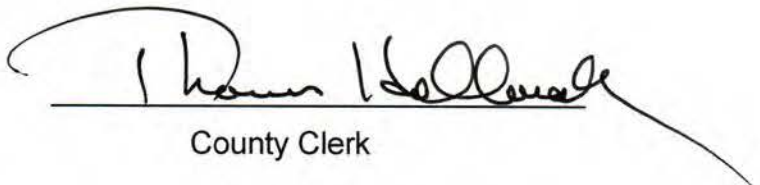
BE IT ALSO RESOLVED, that the County Engineer be, and he is, hereby authorized and directed to execute a proposal relative to the project on behalf of the County.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, the 27th day of January 2025.

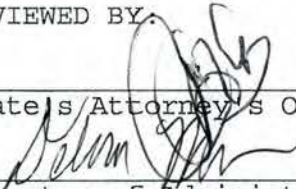


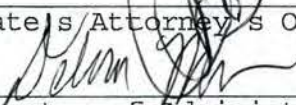
County Board Chairman

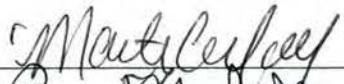
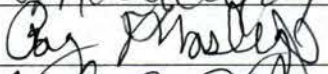
Attest

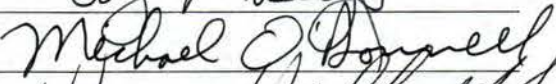
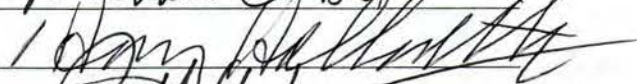

County Clerk

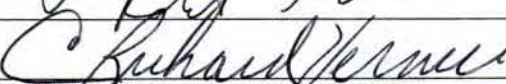
REVIEWED BY:


State's Attorney's Office

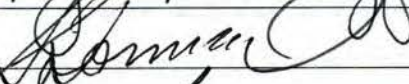

Director of Administration

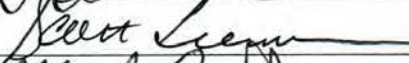


Manti Cefee
Ray Masley



Michael O'Donnell
John H. Smith

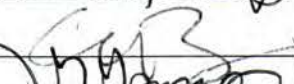

TRANSPORTATION COMMITTEE
Richard Vernon

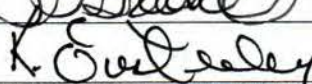

Ray Masley

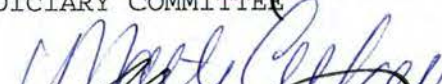

Thomas

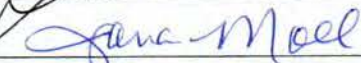

Scott Lamm

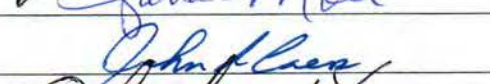

Michael O'Donnell

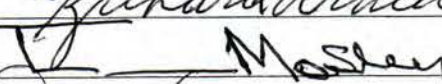

J. Deane

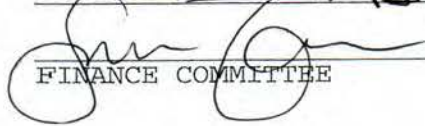

JUDICIARY COMMITTEE
K. E. Sealey


Manti Cefee



John
Gene Moel


Richard Vernon


Ray Masley


FINANCE COMMITTEE

RESOLUTION #2984-25-RT

AGREEMENT LETTER FOR THE IMPROVEMENT OF ASHLAND AVENUE

WHEREAS, the County of St. Clair and the City of Fairview Heights are in discussions regarding certain improvements to Ashland Avenue in the City of Fairview Heights; and,

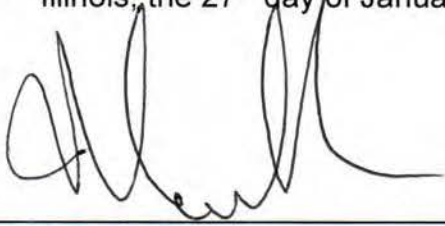
WHEREAS, a Federal Grant Application round is open in February 2025; and,

WHEREAS, the parties mentioned above are desirous of applying for funding certain improvements on Ashland Avenue from Old Collinsville Road to Joseph Drive.

NOW, THEREFORE, BE IT RESOLVED, that the terms and conditions of said Agreement Letter are satisfactory and meet with the approval of the County Board; and,

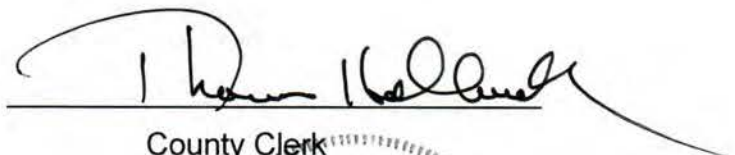
BE IT ALSO RESOLVED, that the Chairman of this County Board be, and he is, hereby authorized and directed to execute said Agreement Letter on behalf of the County.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, the 27th day of January 2025.



County Board Chairman

Attest

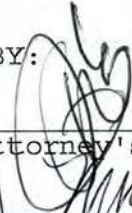


County Clerk

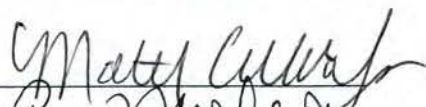
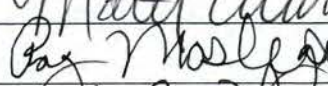
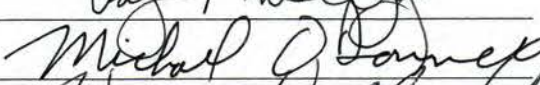
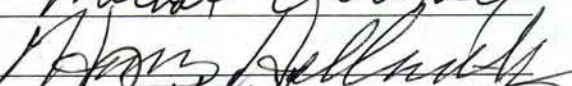
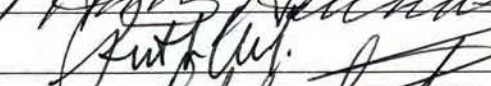
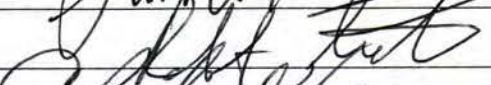
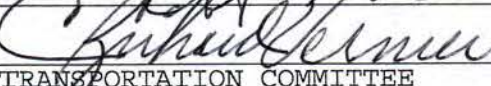


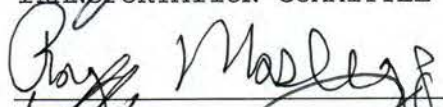
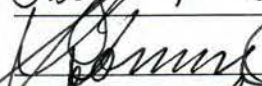
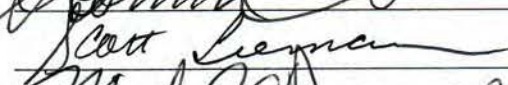
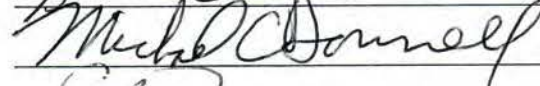
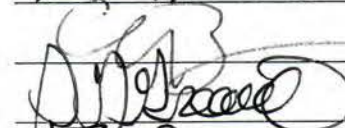
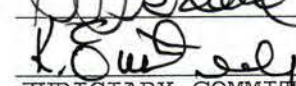
Resolution No. 2984-25-RT

REVIEWED BY:


State's Attorney's Office


Director of Administration


Matt Cullen

Ray Masley

Michael J. Donnell

Scott Lerman

Michael J. Donnell

Scott Lerman

Scott Lerman
TRANSPORTATION COMMITTEE


Ray Masley

Michael J. Donnell

Scott Lerman

Michael J. Donnell

Michael J. Donnell

K. E. D. only
JUDICIARY COMMITTEE



CITY OF FAIRVIEW HEIGHTS

10025 Bunkum Road ♦ Fairview Heights, Illinois 62208 ♦ Phone: (618) 489-2000 ♦ www.cofh.org

LETTER AGREEMENT

TO: ST. CLAIR COUNTY HIGHWAY DEPARTMENT
NORM ETLING, P.E. COUNTY ENGINEER
14151 NORTH BELT WEST
BELLEVILLE, IL 62226

DATE: December 18, 2024

This Letter Agreement ("AGREEMENT") is made and entered into as of _____ by and between ST. CLAIR COUNTY, IL ("COUNTY") and THE CITY OF FAIRVIEW HEIGHTS ("CITY").

WHEREAS, COUNTY and CITY are interested in improving St. Clair County H59 and, as such, are willing to enter into a partnership to cause an STP-S grant application to be completed and submitted in an effort to secure funding for the desired improvements.

NOW, THEREFORE, BE IT RESOLVED BY COUNTY AND CITY AS FOLLOWS:

COUNTY, as lead applying agency, will enter into a contract with GONZALES COMPANIES, LLC to complete and submit the STP-S application on behalf of both COUNTY and CITY.

CITY, as partnering entity, will reimburse COUNTY for one half of the fees invoiced to COUNTY from GONZALES COMPANIES, LLC for the work associated with preparing and submitting the STP-S grant.

As St. Clair County H59 is a county route that resides within the jurisdictional boundaries of the City of Fairview Heights, Illinois, CITY will provide GONZALEZ COMPANIES, LLC the following STP-S support material:

1. Crash data for Ashland Avenue from Old Collinsville Road to Joseph Drive.
2. Letters of support from stakeholders in and near the corridor.

CITY OF FAIRVIEW HEIGHTS

ST. CLAIR COUNTY

SIGNATURE

SIGNATURE

PRINT NAME

PRINT NAME

RESOLUTION #2985-25-RT

AGREEMENT FOR WORK ON MAPLE STREET

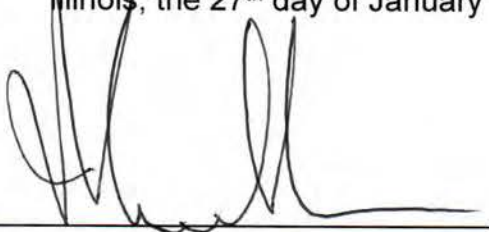
WHEREAS, the Village of Shiloh was successful in securing Federal Funding for improvements to Maple Street in the Village of Shiloh; and,

WHEREAS, an Agreement is required to memorialize the responsibilities of the Village of Shiloh and St. Clair County.

NOW, THEREFORE, BE IT RESOLVED, that the terms and conditions of said Agreement are satisfactory and meet with the approval of the County Board; and,

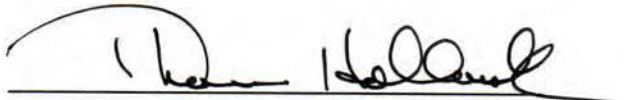
BE IT ALSO RESOLVED, that the Chairman of this County Board be, and he is, hereby authorized and directed to execute said Agreement on behalf of the County.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, the 27th day of January 2025.



County Board Chairman

Attest



County Clerk



Resolution No. 2985-25-RT

REVIEWED BY:

State's Attorney's Office

Director of Administration

Mary Cufay

Roy Masley

Michael O'Donnell

John J. [unclear]

Robert [unclear]

Richard Kerner

TRANSPORTATION COMMITTEE

Roy Masley

John [unclear]

Scott [unclear]

Michael O'Donnell

[unclear]

R. E. [unclear]

JUDICIARY COMMITTEE

Mary Cufay

John [unclear]

John [unclear]

John [unclear]

Richard Kerner

Roy Masley

John [unclear]

AGREEMENT

This **AGREEMENT** is entered into effective as of the date of the last party to sign this **AGREEMENT**, by and between the **COUNTY OF ST. CLAIR, ILLINOIS**, hereinafter referred to as the "**COUNTY**" and the **VILLAGE OF SHILOH, IL**, hereinafter referred to as "**VILLAGE**" (each a "**Party**" and collectively referred to herein as the "**Parties**").

WITNESSETH

WHEREAS, the parties hereto, in order to facilitate the free flow of traffic while providing for the rehabilitation of the roadway and drainage facilities and construction of a sidewalk (hereinafter referred to as the "**PROJECT**"), IDOT Section Numbers (funding type): 20-00021-00-PV (CMAQ) and 21-00021-01-PV (STP); and,

WHEREAS, the Parties hereto are desirous of said Project in that the same will be of immediate benefit to the residents of the county and permanent in nature.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties hereto agree as follows:

1. It is mutually agreed that the **PROJECT** will be designed and constructed in accordance with Illinois Department of Transportation (IDOT) and the American Society of State Highway Transportation Officials (ASSHTO) standards, policies and procedures.
2. The **COUNTY** will allow the **VILLAGE** to construct the **PROJECT** on Maple Street right-of-way, from Main Street to Shiloh Heights Drive.
3. The **VILLAGE** agrees to make or cause to be prepared the plans and specifications for the **PROJECT**. Because the project is federally funded, IDOT will advertise and award the contract to a contractor, prequalified with IDOT, pursuant to IDOT/federal procedures. The **VILLAGE** also agrees to acquire right-of- way or easements necessary to complete the **PROJECT**.
4. The **VILLAGE** agrees to pay for all construction costs not otherwise paid for by federal grants that are associated with the improvements as agreed to by the parties.
5. The **VILLAGE** agrees to coordinate the **PROJECT** with the various utility companies and to pay all eligible utility adjustment costs not otherwise paid for by federal grants for the entire **PROJECT**.
6. The **VILLAGE** agrees to provide the observation and oversight during construction and cause the improvements to be constructed in accordance with the plans, specifications and contract pursuant to IDOT/federal procedures.
7. The **VILLAGE** agrees to own and maintain, or cause to be maintained, the concrete sidewalk and pedestrian ramps constructed as part of the **PROJECT**.

8. The VILLAGE agrees to maintain the backslopes of the sidewalk embankment from the back of the sidewalk to the right-of-way line. The level of said maintenance shall be at the discretion of the County Engineer, consistent with other like-property of similar use and condition.
9. The VILLAGE will assume all risk and liability of accidents and damages that may accrue to persons or property on account of the sidewalk portion of the work and the back-slope maintenance .
10. Should the COUNTY's future construction or operations require any temporary removal/replacement, alteration or change of location of the sidewalk associated with this PROJECT, said removal/replacement, alteration or change of location shall be made by the VILLAGE without expense to the COUNTY.
11. This agreement embodies the entire understanding of the Parties with respect to the subject matter hereof and shall be binding and inure to the benefits of the parties, their successors and assigns.
12. Each party agrees to be responsible for their own actions and indemnify and hold harmless the other party from any liability whatsoever as to the third parties for such actions, including but not limited to personal injury, property damage, court costs, attorney's fees and interest.
13. The VILLAGE agrees to cause its contractor to provide both property damage and liability insurance for the project in accordance with the attached "St. Clair County Standard Insurance Certificate Requirements." In order to protect the interest of St. Clair County and the Public Building Commission of St. Clair County, the VILLAGE agrees that such policies of insurance shall name each of St. Clair County and the Public Building Commission of St. Clair County, IL, as additional insured with all costs to be paid by the Contractor.
14. No Party may assign this Agreement without obtaining express, written consent from the other Parties prior to assignment.
15. Any controversy or claim, whether based upon contract, statute, tort, fraud, misrepresentation or other legal theory, related directly or indirectly to this Agreement whether between Parties, or any of the Parties' employees, agents or affiliated businesses, will be resolved under the laws of the State of Illinois, in any court of competent jurisdiction in St. Clair County, IL.
16. The terms hereof shall not be construed in favor of or against any Party, but shall be construed as if jointly prepared by the Parties, it being understood and agreed that each Party hereto had sufficient opportunity to participate in the drafting of this Agreement and to seek legal advice in relation hereto.
17. This writing constitutes the entire agreement between the Parties hereto with respect to the subject matter hereof. It supersedes all prior oral and written understandings, agreements, representations, and negotiations. This Agreement shall be governed by and construed in

accordance with the laws of the state of Illinois. This Agreement may be signed in counterparts.

18. No waiver by either Party of any default in performance on the part of the other Party, or of any breach or series of breaches, or any of any term, covenant, or condition of this Agreement will constitute a waiver of any subsequent breach or waiver of any term, covenant or condition of this Agreement.
19. If any provision of this Agreement shall be held to be void or unenforceable for any reason, said provision shall be deemed modified so as to constitute a provision conforming as nearly as possible to said void or unenforceable provision while still remaining valid and enforceable, and the remaining terms or provisions hereof shall not be affected thereby.
20. No modification of this Agreement shall be effective unless in writing and signed by the Parties hereto. Nothing contained in this Agreement shall constitute or be construed to be a partnership or joint venture between the Parties or their respective successors and assigns.
21. This Agreement may be executed by facsimile, electronic or original signature of the Parties and in counterparts which, assuming no modification or alteration, shall constitute an original and when taken together, shall constitute one and the same instrument.
22. The terms and provisions of Sections 14-21 shall survive the expiration, termination or completion of this Agreement.

ST. CLAIR COUNTY

BY: _____ Date

NAME: MARK KERN
TITLE: CHAIRMAN

VILLAGE OF SHILOH, IL

BY: Robert L. Weilmuenster 12/2/2024
Date

NAME: ROBERT WEILMUENSTER
TITLE: MAYOR

RESOLUTION #2986-25-RT

WHEREAS, pursuant to duly published notices, bids were received in the office of the County Engineer, 1415 North Belt West, Belleville, IL. 62226, until 2:30 P.M., January 7, 2025, at which time they were publicly opened and read, for furnishing Corrugated Steel Culvert Pipe and Bands, of the sizes specified, for the calendar year 2025 as included in Section 25-00000-00-GM (Culverts); and,

WHEREAS, the bids received were as follows:

<u>Bidder</u>	<u>Size</u>	<u>Culvert</u>		<u>Bands</u>	
		<u>Unit Price</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Quantity</u>
Metal Culverts, Inc. 711 Heisinger Road P.O. Box 330 Jefferson City, MO 65102	12" dia	\$15.15	1,410 LIN FT	\$22.75	40 Each
	15" dia	\$19.05	1,330 LIN FT	\$28.60	41 Each
	18" dia	\$22.60	1,650 LIN FT	\$33.90	55 Each
	24" dia	\$30.25	1,290 LIN FT	\$43.40	40 Each
	30" dia	\$37.10	1,470 LIN FT	\$55.65	45 Each
	36" dia	\$55.75	40 LIN FT	\$83.65	1 Each
	60" dia	\$109.40	60 LIN FT	\$218.80	2 Each

Add 10 % to unit prices for Pipe Arch for 15" TO 30" inclusive

	<u>Size</u>	<u>Culvert</u>		<u>Bands</u>	
		<u>Unit Price</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Quantity</u>
Energy Culvert Company, LLC 501 E. College Street Energy, IL 62933	12" dia	\$16.42	1,410 LIN FT	\$28.74	40 Each
	15" dia	\$20.48	1,330 LIN FT	\$39.15	41 Each
	18" dia	\$25.11	1,650 LIN FT	\$43.95	55 Each
	24" dia	\$32.42	1,290 LIN FT	\$56.73	40 Each
	30" dia	\$41.71	1,470 LIN FT	\$73.00	45 Each
	36" dia	\$58.00	40 LIN FT	\$101.51	1 Each
	60" dia	\$127.02	60 LIN FT	\$254.03	2 Each

Add 5 % to unit prices for Pipe Arch for 15" TO 30" inclusive

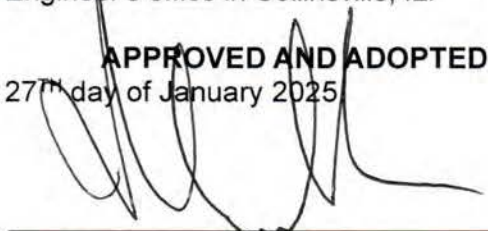
and,

WHEREAS, the purpose of requesting quotations is to establish a unit price on quantities considered approximate only.

NOW THEREFORE, BE IT RESOLVED, that the bids received be awarded based on the unit price submitted.

BE IT FURTHER RESOLVED that the County Clerk is hereby directed to transmit, via email, one (1) certified copy of this resolution to the Illinois Department of Transportation, through its Region Five Engineer's office in Collinsville, IL.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, this 27th day of January 2025.



County Board Chairman

Attest

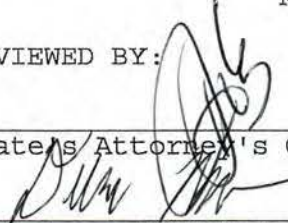


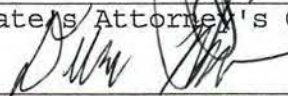
County Clerk

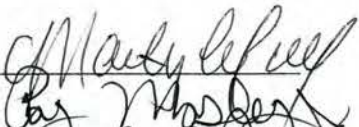
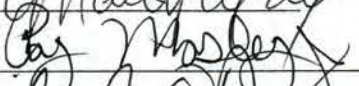


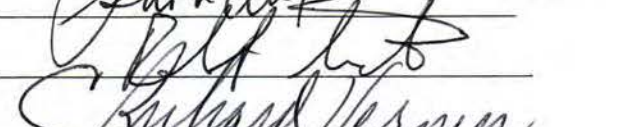
Resolution No. 2986-25-RT

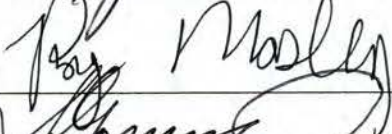
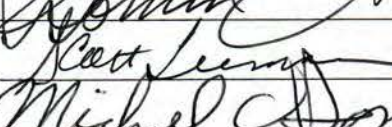
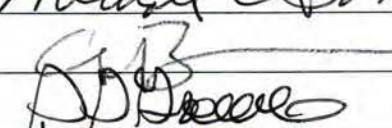
REVIEWED BY:

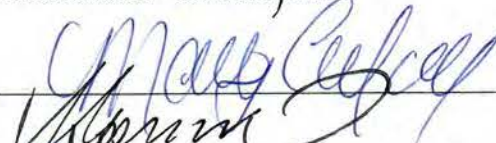
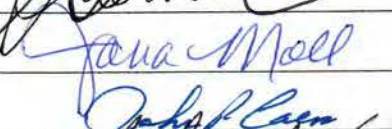

State's Attorney's Office


Director of Administration



Michael O'Donnell


TRANSPORTATION COMMITTEE



Michael O'Donnell

JUDICIARY COMMITTEE



FINANCE COMMITTEE



St. Clair County Department of Roads and Bridges

Tabulation of Bids

County: St. Clair				Date: 1/8/2024		Name and Address of Bidders		Metal Culverts Inc. P.O. Box 330 Jefferson City, MO 65102		Energy Culverts Company LLC 501 E. College St. Energy, IL 62933		Average Bid Amounts	
Local Agency:				Time: 2:30 PM									
Section: 24-00000-00-GM CULVERTS													
Estimate: \$				Funds:		Approved Engineer's Estimate							
Item No	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
	12" CMP 0.604 2-2/3x1/2"	LIN FT	1410		\$ -	\$ 15.15	\$ 21,361.50	\$ 16.42	\$ 23,152.20	\$ 15.79	\$ 22,256.85		
	15" CMP 0.604 2-2/3x1/2"	LIN FT	1330		\$ -	\$ 19.05	\$ 25,336.50	\$ 20.48	\$ 27,238.40	\$ 19.77	\$ 26,287.45		
	18" CMP 0.604 2-2/3x1/2"	LIN FT	1650		\$ -	\$ 22.60	\$ 37,290.00	\$ 25.11	\$ 41,431.50	\$ 23.86	\$ 39,360.75		
	24" CMP 0.604 2-2/3x1/2"	LIN FT	1290		\$ -	\$ 30.25	\$ 39,022.50	\$ 32.42	\$ 41,821.80	\$ 31.34	\$ 40,422.15		
	30" CMP 0.604 2-2/3x1/2"	LIN FT	1470		\$ -	\$ 37.10	\$ 54,537.00	\$ 41.71	\$ 61,313.70	\$ 39.41	\$ 57,925.35		
	36" CMP 0.079 2-2/3x1/2"	LIN FT	40		\$ -	\$ 55.75	\$ 2,230.00	\$ 58.00	\$ 2,320.00	\$ 56.88	\$ 2,275.00		
	60" CMP 0.079 3 x 1"	LIN FT	60		\$ -	\$ 109.40	\$ 6,564.00	\$ 127.02	\$ 7,621.20	\$ 118.21	\$ 7,092.60		
					\$ -		\$ -		\$ -	\$ -	\$ -		
	12" Dia Band 12"	EACH	40		\$ -	\$ 22.75	\$ 910.00	\$ 28.74	\$ 1,149.60	\$ 25.75	\$ 1,029.80		
	15" Dia Band 12"	EACH	41		\$ -	\$ 28.60	\$ 1,172.60	\$ 39.15	\$ 1,605.15	\$ 33.88	\$ 1,388.88		
	18" Dia Band 12"	EACH	55		\$ -	\$ 33.90	\$ 1,864.50	\$ 43.95	\$ 2,417.25	\$ 38.93	\$ 2,140.88		
	24" Dia Band 12"	EACH	40		\$ -	\$ 43.40	\$ 1,736.00	\$ 56.73	\$ 2,269.20	\$ 50.07	\$ 2,002.60		
	30" Dia Band 12"	EACH	45		\$ -	\$ 55.65	\$ 2,504.25	\$ 73.00	\$ 3,285.00	\$ 64.33	\$ 2,894.63		
	36" Dia Band 12"	EACH	1		\$ -	\$ 83.65	\$ 83.65	\$ 101.51	\$ 101.51	\$ 92.58	\$ 92.58		
	60" Dia Band 24"	EACH	2		\$ -	\$ 218.80	\$ 437.60	\$ 254.03	\$ 508.06	\$ 236.42	\$ 472.83		
Total Bid:		As Read:		\$	-	\$ 166,219.30		\$ 217,429.28		\$ 205,642.34			
		As Calculated:				\$ 195,050.10		\$ 216,234.57					

RESOLUTION #2987-25-RT

WHEREAS, St. Clair County regularly purchases equipment necessary to construct and maintain roadways in a safe condition for the traveling public throughout St. Clair County; and

WHEREAS, this equipment deteriorates over time to a point that it can no longer perform its intended function and needs to be replaced.

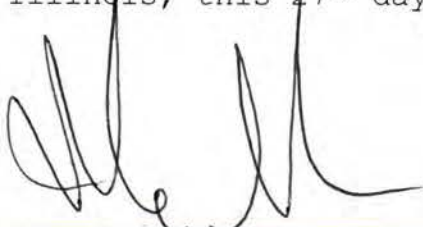
NOW, THEREFORE, BE IT RESOLVED, that the following equipment is available for purchase and that the County Engineer be, and he is, hereby authorized and directed to conduct such purchase for

1 - 2024 Ford F250 4X4 in the amount of \$55,500.00

NOW, THEREFORE, BE IT FURTHER RESOLVED, that there is hereby appropriated the sum of fifty-five thousand and five hundred dollars (\$55,500.00) from the Highway Equipment Trust Fund to complete said purchase; and,

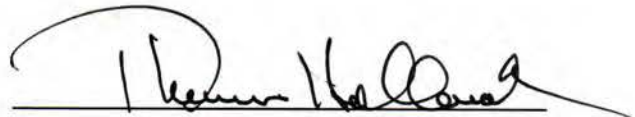
BE IT FURTHER RESOLVED, that the purchase of this unit be designated as Section 25-00000-00-EQ.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, this 27th day of January 2025.



County Board Chairman

Attest



County Clerk



Resolution No. 2987-25-RT

REVIEWED BY:

State's Attorney's Office

Director of Administration

Matt Cufal
Ray Mosley
Michael O'Donnell
Ray Mosley
Left to
Richard Verma
TRANSPORTATION COMMITTEE

Ray Mosley
Scott Leema
Michael O'Donnell
R. O'Donnell
R. O'Donnell
JUDICIARY COMMITTEE

Matt Cufal
Ray Mosley
Ray Mosley
Ray Mosley
Ray Mosley
Ray Mosley
FINANCE COMMITTEE

RESOLUTION #2988-25-RT

Agreement for MS4 Professional Engineering Services

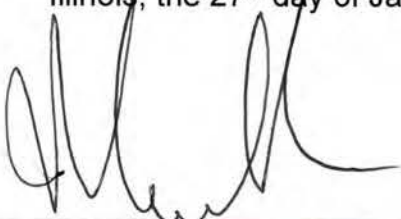
WHEREAS, the County of St. Clair previously entered into an agreement with Gonzalez Companies, LLC for said professional engineering services; and,

WHEREAS, the County desires continuing said services.

NOW, THEREFORE, BE IT RESOLVED, that the terms and conditions of said Agreement are satisfactory and meet with the approval of the County Board; and

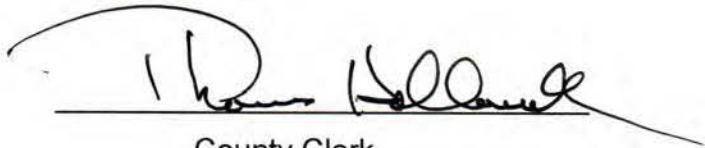
BE IT ALSO RESOLVED, that the Chairman of this County Board be, and he is, hereby authorized and directed to execute said Agreement on behalf of the County.

APPROVED AND ADOPTED at a meeting of the County Board of St. Clair County, Illinois, the 27th day of January 2025.



County Board Chairman

Attest



County Clerk



Resolution No. 2988-25-RT

REVIEWED BY:

State's Attorney's Office

Director of Administration

Molly Cufor
Gay Masley
Michael O'Donnell
James J. Callahan
Robert L. ...
Richard Vernon
TRANSPORTATION COMMITTEE

Gay Masley
Scott Lamm
Michael O'Donnell
Green

K. E. ...
JUDICIARY COMMITTEE

Molly Cufor
James J. Callahan
Jana Moel
John ...
Richard Vernon
Gay Masley
FINANCE COMMITTEE



Gonzalez Companies, LLC

Construction Management – Engineering

525 West Main Street, Suite 125

Belleville, Illinois 62220

618-222-2221 Fax: 618-222-2225

www.gonzalezcos.com

Mr. Norm Etling, P.E., County Engineer
St. Clair County Highway Department
1415 North Belt West
Belleville, IL 62226

Date: 01/03/2025

RE: St. Clair County MS4 Co-Permittee Group
2025-2026 Agreement for Professional Services

Dear Mr. Etling,

At the November 29, 2021 St. Clair County Board meeting, Gonzalez Companies was selected to provide professional services to each of the communities in the St. Clair County Municipal Separate Storm Sewer System (MS4) Co-Permittee Group. These services consist of providing assistance in the preparation of the Notice of Intent (NOI) updates and Annual Reports required by the Illinois Environmental Protection Agency (IEPA) General National Pollutant Discharge Elimination System (NPDES) Permit No. ILR 40.

Our proposal detailing our scope of services was approved by the County and, as a member of this group, the County will need to execute the attached agreement to utilize our services. This agreement begins with the 2025-2026 program year and will renew annually for three consecutive years until expiration after the 2028-2029 program year. An invoice for this service will be sent to the County upon receipt of the executed agreement.

We have scheduled our Co-Permittee Group quarterly meetings as follows:

- March 4, 2025
- June 3, 2025
- September 16, 2025
- December 2, 2025

During our quarterly meetings, we will continue to provide helpful information to make you aware of changes to the mandatory requirements proposed by IEPA as they intend to issue a new General NPDES Permit No. ILR40.

We would ask that these data collections forms be emailed to Gonzalez Companies at:

tmezo@gocos.net by April 15th each year

This will give us time to prepare your 2024-2025 Annual Report.

St. Louis, MO – Belleville, IL – Chicago, IL – Salem, IL – Louisville, KY – Cincinnati, OH – Dayton, OH

Please do not hesitate to contact our office if you have any questions regarding any of the information provided. Your MS4 engineering consultant contacts include:

- Tony Schenk (tschenk@gocos.net) / (618) 222-2221 ext. 101
- Tammy Mezo (tmezo@gocos.net) / (618) 222-2221 ext. 118 / Cell (618) 531-3850

We look forward to assisting the St. Clair County with fulfilling their MS4 reporting requirements.

Sincerely,



Tony Schenk
Project Manager

Copies: Norm Etling, St. Clair County Engineer
Attachments: Agreement for Professional Services – MS4 2025-2026



Gonzalez Companies, LLC

Construction Management – Civil Engineering

525 W Main Street, Ste. 125

Belleville, IL 62220

618-222-2221 Fax: 618-222-2225

www.gonzalezcos.com

AGREEMENT FOR PROFESSIONAL SERVICES

TO ST. CLAIR COUNTY HIGHWAY DEPARTMENT DATE January 2, 2025
NORM ETLING, P.E., COUNTY ENGINEER
1415 NORTH BELT WEST
BELLEVILLE, IL 62223

PROJECT ST. CLAIR COUNTY MS4 CO-PERMITTEE GROUP
PROJECT NO. TBD
DEPARTMENT Civil Design
PROJECT TYPE Environmental

SECTION 1 DEFINITIONS AND PARTIES

This is an AGREEMENT between GONZALEZ COMPANIES, LLC, hereinafter referred to as the ENGINEER, and ST. CLAIR COUNTY, IL hereinafter referred to as the CLIENT.

The CLIENT proposes to engage the ENGINEER to furnish certain professional services in connection with ST. CLAIR COUNTY MS4 CO-PERMITTEE GROUP, which work is hereinafter referred to as the PROJECT.

SECTION 2 SCOPE OF SERVICES

BACKGROUND

Gonzalez Companies is pleased to present this proposal to ST. CLAIR COUNTY for professional engineering services in association with the Phase II NPDES storm water permits.

TASK 1 – DEVELOP AND PRESENT FOUR QUARTERLY CO-PERMITTEE MEETINGS

To comply with the Phase II permits, periodic meetings, group coordination and continue education are required. Gonzalez Companies will develop the meeting agenda, content, prepare handouts, surveys, and PowerPoint presentations as necessary. Gonzalez Companies will present meeting topics and facilitate discussions during the meeting. Topics and meeting dates for presentation will be mutually agreed upon but assumed to be:

- March 2025 – Annual Reports - Data Collection and Preparation
- June 2025 – Illicit Discharge Detection and Elimination (IDDE) – Quarterly Sampling
- September 2025 – Construction Site Runoff Control / Post Construction Management
- December 2025 – Good Housekeeping / Operation and Maintenance

TASK 2 – PRODUCE ANNUAL REPORTS AND UPDATES TO NOIs

Gonzalez Companies will develop the annual reports that are required to be submitted to the Illinois Environmental Protection Agency (IEPA) for the Co-Permittee communities. The annual reports will be standardized, and the communities will provide the unique details to tailor each community's annual report. A draft will be submitted to each community for review and comment. The report will be finalized based on minor comment changes by the community. The final report will be submitted to each community for signature and submittal to the IEPA. Additionally, NOIs will be updated and submitted to the IEPA during the 2025-2026 permit year if the person responsible for MS4 compliance in the community has changed.

ASSUMPTIONS AND CLARIFICATIONS

CLIENT AND ENGINEER accept this Agreement renews on an annual basis for a base term of three years.

This scope of work does not include services related to the Pesticide Application Point Source Discharge permit program (NPDES Permit ILG87).

SECTION 3 TIME FOR PERFORMANCE

DELIVERABLE SCHEDULE

Annual Reports and NOIs will be submitted according to permit requirements. Periodic meeting dates are subject to change, but quantity is assumed to be as shown in Section 2.

SECTION 4 COMPENSATION

The ENGINEER agrees to perform tasks 1 through 2 within SECTION 2 SCOPE OF SERVICES for a LUMP SUM fee of One Thousand Eight Hundred dollars (\$1,800.00 USD) unless scope changes occur. Payment is required prior to services being provided for the annual reporting requirements, March 1, 2025.

The ENGINEER will use the address listed below for receiving payments from the CLIENT.

Gonzalez Companies, LLC
Attn: Accounting
525 West Main Street, Ste. 125
Belleville, IL 62220

The CLIENT will use the address listed below for receiving invoices from the ENGINEER.

ST. CLAIR COUNTY HIGHWAY DEPARTMENT
NORM ETLING, P.E., COUNTY ENGINEER
1415 NORTH BELT WEST
BELLEVILLE, IL 62223

SECTION 5 INCORPORATION OF EXHIBITS

The following documents are attached hereto and incorporated herein by this reference.

Exhibit A Terms and Conditions

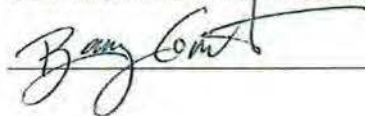
SECTION 6 ACCEPTANCE

This proposal is valid for thirty (30) calendar days. If this AGREEMENT meets your approval, please sign where noted below and return to our offices. We will treat this as notice to proceed unless instructed otherwise.

This AGREEMENT effective this 2 day of JANUARY, 2025.

GONZALEZ COMPANIES, LLC

ST. CLAIR COUNTY, IL



Authorized client representative

Barry Grant

Print name

President

Print title

January 2, 2025

Date

Date

TERMS AND CONDITIONS

1. STANDARD OF PERFORMANCE

The standard of care for all professional engineering, consulting and related services performed or furnished by ENGINEER and its employees under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under the same or similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2. INSURANCE

ENGINEER agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$500,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which ENGINEER is legally liable. Upon request, CLIENT/OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the CLIENT/OWNER. ENGINEER agrees to indemnify CLIENT/OWNER for the claims covered by ENGINEER's insurance.

3. OPINIONS OF PROBABLE COST (COST ESTIMATES)

Any opinions of probable project cost or probable construction cost provided by ENGINEER are made on the basis of information available to ENGINEER and on the basis of ENGINEER's experience and qualifications, and represents its judgment as an experienced and qualified professional. However, since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contract(s) methods of determining prices, or over competitive bidding or market conditions, ENGINEER does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost ENGINEER prepares.

4. CONSTRUCTION PROCEDURES

ENGINEER's observation or monitoring portions of the work performed under construction contracts shall not relieve the contractor from its responsibility for performing work in accordance with applicable contract documents. ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. ENGINEER shall not be responsible for the acts or omissions of the contractor or other parties on the project. ENGINEER shall be entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of ENGINEER beyond those set forth in this Agreement. CLIENT/OWNER agrees to include ENGINEER as an indemnified party in CLIENT/OWNER's construction contracts for the work, which shall protect ENGINEER to the same degree as CLIENT/OWNER. Further, CLIENT/OWNER agrees that ENGINEER shall be listed as an additional insured under the construction contractor's liability insurance policies.

5. CONTROLLING LAW

This Agreement is to be governed by the law of the state of Illinois or if agreed in writing with CLIENT/OWNER where ENGINEER'S services are performed.

6. SERVICES AND INFORMATION

CLIENT/OWNER will provide all criteria and information pertaining to CLIENT/OWNER's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. CLIENT/OWNER will also provide copies of any CLIENT/OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project. CLIENT/OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by ENGINEER. The CLIENT/OWNER agrees to bear full responsibility for the technical

accuracy and content of CLIENT/OWNER-furnished documents and services.

In performing professional engineering, construction management, and related services hereunder, it is understood by CLIENT/OWNER that ENGINEER is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the CLIENT/OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the CLIENT/OWNER's legal and financial interests. To that end, the CLIENT/OWNER agrees that CLIENT/OWNER or the CLIENT/OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by ENGINEER, and will obtain the advice of an attorney, insurance counselor or other consultant as the CLIENT/OWNER deems necessary to protect the CLIENT/OWNER's interests before CLIENT/OWNER takes action or forebears to take action based upon or relying upon the services provided by ENGINEER.

7. SUCCESSORS AND ASSIGNS

CLIENT/OWNER and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither CLIENT/OWNER nor ENGINEER will assign, sublet, or transfer and interest in this Agreement or claims arising therefrom without the written consent of the other.

8. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by ENGINEER pursuant to this Agreement, are instruments of service with respect to the project. ENGINEER retains ownership of all such documents. CLIENT/OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by CLIENT/OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at CLIENT/OWNER's sole risk and without liability or legal exposure to ENGINEER, and CLIENT/OWNER will defend, indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses, including attorney's fees, arising or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by CLIENT/OWNER and ENGINEER.

9. TERMINATION OF AGREEMENT

CLIENT/OWNER or ENGINEER may terminate the Agreement, in whole or in part, by giving no less than ten (10) business days written notice, if the other party substantially fails to fulfill its obligations under the Agreement through no fault of the terminating party. Where the method of payment is "lump sum," time & material, or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination plus a fifteen percent fee mark-up for the final invoice amount. An equitable adjustment shall also be made to provide for termination settlement costs ENGINEER incurs as a result of commitments that had become agreed upon before termination, and for a reasonable profit for services performed.

10. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

11. INVOICES

ENGINEER will submit invoices for services rendered and CLIENT/OWNER will make prompt payments in response to ENGINEER's invoices. ENGINEER will retain receipts for reimbursable expenses in general accordance with rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by CLIENT/OWNER's auditors upon request.

If CLIENT/OWNER disputes any items in ENGINEER's invoice for any reason, including the lack of supporting documentation, CLIENT/OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice, so as not to hold payment. CLIENT/OWNER will promptly notify ENGINEER of the dispute and request clarification and/or correction. After any dispute has been settled, ENGINEER will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

CLIENT/OWNER recognizes that late payment of invoices results in extra expenses for ENGINEER; ENGINEER retains the right to assess CLIENT/OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) calendar days from the date of the invoice. In the event undisputed portions of ENGINEER's invoices are not paid when due, ENGINEER also reserves the right, after seven (7) business days prior written notice, to suspend the performance of its services until all past due amounts have been paid in full.

12. CHANGES

The parties agree that no change or modification to the Agreement, or Task Order, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of the Task Order. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of the Task Order. Any proposed fees by ENGINEER are estimates to perform the services required to complete the project as ENGINEER understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the time of performance and compensation scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, and equitable adjustment shall be made, and the Task Order modified accordingly.

13. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document or Task Order.

14. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under the Agreement, ENGINEER agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity, and other employment, statutes and regulations.

15. HAZARDOUS MATERIALS

CLIENT/OWNER represents to ENGINEER that, to the best of its knowledge, no hazardous materials are present at the project site. However, in the event hazardous materials are known to be present, CLIENT/OWNER represents that to the best of its knowledge it has disclosed to ENGINEER the existence of all such hazardous materials, including but not limited to asbestos, PCB's, petroleum, hazardous waste, or radioactive material located at or near the project site, including type, quantity and location of such hazardous materials. It is acknowledged by both parties that ENGINEER's scope of services do not include services related in any way to encounters undisclosed hazardous materials. ENGINEER shall have the obligation to notify CLIENT/OWNER and, to the extent required by law or regulation, the appropriate governmental officials, and ENGINEER may, at its option and without liability for delay, consequential or any other damages to CLIENT/OWNER, suspend performance of services on that portion of the project affected by hazardous materials until CLIENT/OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the hazardous materials; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations.

CLIENT/OWNER acknowledges that ENGINEER is performing professional services for CLIENT/OWNER and that ENGINEER is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous materials, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the project site in connection with ENGINEER's services under this

Task Order. If ENGINEER's services hereunder cannot be performed because of the existence of hazardous materials, ENGINEER shall be entitled to terminate this Task Order for cause on 30 calendar days written notice. To the fullest extent permitted by law, CLIENT/OWNER shall indemnify and hold harmless ENGINEER, its officers, directors, partners, employees, and subconsultants from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from hazardous materials, provided that (i) any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom, and (ii) nothing in this paragraph shall obligate CLIENT/OWNER to indemnify any individual or entity from and against the consequences of that individual's or entity's sole negligence or willful misconduct.

16. EXECUTION

This Agreement and subsequent changes, including the exhibits and schedules made part hereof, constitute the entire agreement between ENGINEER and CLIENT/OWNER, superseding and controlling over all prior written or oral understandings. This agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

17. LIMITATION OF LIABILITY

ENGINEER's and its employees' total liability to CLIENT/OWNER for any loss or damage, including but not limited to special and consequential damages arising out of or in connection with the performance of services or any other cause, including ENGINEER's and its employees' professional negligent acts, errors, or omissions, shall not exceed the maximum of applicable insurance coverage held by ENGINEER hereunder, and CLIENT/OWNER hereby releases and holds harmless ENGINEER and its employees from any liability above such amount.

18. LITIGATION SUPPORT

In the event ENGINEER is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which ENGINEER is not a party, CLIENT/OWNER shall reimburse ENGINEER for reasonable costs in responding and compensate ENGINEER at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

19. UTILITY LOCATION

If underground sampling/testing is to be performed, a utility locating service shall be contracted to make arrangements for all utilities to determine the location of underground utilities. In addition, CLIENT/OWNER shall notify ENGINEER of the presence and location of any underground utilities located on the CLIENT/OWNER's property which are not the responsibility of other private/public utilities. ENGINEER shall take reasonable precautions to avoid damaging underground utilities that are properly marked. The CLIENT/OWNER agrees to waive any claim against ENGINEER and will indemnify and hold ENGINEER harmless from any claim of liability, injury or loss caused by or allegedly caused by ENGINEER's damaging of underground utilities that are not properly marked or are not called to ENGINEER's attention prior to beginning the underground sampling/testing.

20. ESCALATION

Annual rate escalation of 6% effective January 1, 2025.

21. PREPAYMENT

Upon acceptance of this Agreement by the CLIENT/OWNER, a payment of 6% of the total fee may be required to initialize the project and may be exercised by ENGINEER at any time.

22. JOB CANCELLATION FOR CONVENIENCE FEE

Because of potentially significant revenues from other projects forgone by the ENGINEER to take this project, if the project is cancelled by the CLIENT/OWNER, a cancellation fee of 10% of contract will be immediately due and payable for project's current billings, work-in-progress, and reimbursable expenses.

23. **PROJECT RESTART FEE**

Because of substantial cost incurred by the ENGINEER to stop and restart a project once it is underway, should this project's progress be halted at any time for thirty (30) or more calendar days by the CLIENT/OWNER, for any reason, a project restart fee of 10% of the total contract fee to date will be due and payable immediately.

24. **LATE PENALTY SCHEDULE**

All invoices not paid promptly will be subject to the following late payment penalty: 30 to 59 calendar days overdue, \$650; 60 to 89 calendar days overdue, \$850; 90 to 120 calendar days overdue, \$1250; in addition to the interest charges as outlined in term and condition 11.

25. **LIMITATION OF DESIGN ALTERNATIVES**

The ENGINEER will limit the number of design alternatives provided under this contract to three, upon which time the design will be considered complete.

26. **GRAPHICS CONTROL**

Because of its standing as a professional design firm, the ENGINEER has complete control over graphic content and presentation of all studies, reports, and all other documents produced under this agreement.

27. **HIGHER FEES PAID FOR CHANGES**

Any changes requested by the CLIENT/OWNER to the scope of services provided under this agreement after acceptance of 25% completion will be billed at 1.15 times billing rates.

RESOLUTION NO. 2989-25-R

WHEREAS, the County of St. Clair has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases where the taxes on the same have not been paid pursuant to 35 ILCS, Sec. 200/21-90 and 35 ILCS, Sec. 200/21-175 et seq.

WHEREAS, pursuant to this program the County of St. Clair has acquired an interest in the following described real estate:

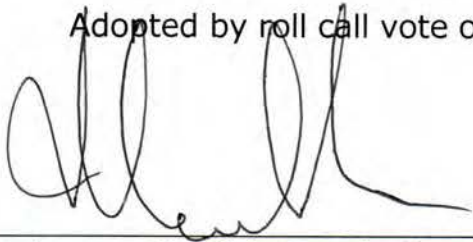
(See attachment)

and it appearing to the Trustee Committee that it would be to the best interest of the County to dispose of its interest in said property.

THEREFORE, the Trustee Committee recommends the adoption of the following resolution:

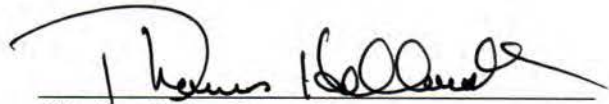
BE IT RESOLVED BY THE COUNTY BOARD OF ST. CLAIR COUNTY, ILLINOIS, that the Chairman of the Board of St. Clair County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate certificate of purchase, as the case may be, on the above described real estate for the sum of One Hundred Four Thousand, Two Hundred Ten and 52/100 Dollars (\$104,210.52) paid to the Treasurer of St. Clair County, Illinois, to be distributed according to law.

Adopted by roll call vote on the 27th day of January 2025.



Chairman, St. Clair County Board

ATTEST:



Clerk of the Board



St. Clair County Monthly Resolution List - January 2025

RES#	Account	Type	Account Name	Parcel#	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Misc/ Overpmt	Treasurer
01-25-001	1024041	SAL	GEORGE KARDOUSLY	01-25.0-106-025, 026, 028	786.00	95.01	0.00	128.00	450.00	0.00	112.99
01-25-002	1024196	SAL	GEORGE KARDOUSLY	02-19.0-302-001, 062, 063	786.00	114.63	0.00	144.00	450.00	0.00	77.37
01-25-003	1024334	SAL	GEORGE KARDOUSLY	02-32.0-210-001, 002, 003	786.00	114.63	0.00	144.00	450.00	0.00	77.37
01-25-004	1024350	SAL	GEORGE KARDOUSLY	02-36.0-410-006	786.00	56.05	0.00	72.00	450.00	0.00	207.95
01-25-005	1024210	SAL	OAKWOOD PROPERTIES HOLDINGS, LLC.	02-20.0-115-053	786.00	38.21	0.00	72.00	450.00	0.00	225.79
01-25-006	0723179	SAL	OAKWOOD PROPERTIES HOLDINGS, LLC.	02-20.0-301-038	786.00	25.26	0.00	56.00	450.00	0.00	254.74
01-25-007	0724313	SAL	JASMINE WADE	08-17.0-322-003	786.00	38.88	0.00	72.00	450.00	0.00	225.12
01-25-008	1024504	SAL	AKA DREAM PROPERTIES	07-03124	1,130.70	82.21	0.00	165.00	475.00	0.00	408.49
01-25-009	0924006Z	SAL	EAST SIDE HEART & HOME FAMILY CENTER	01-13.0-204-021	786.00	53.75	0.00	72.00	450.00	0.00	210.25
01-25-010	1024165	SAL	NATASHA PATTERSON	02-18.0-300-037	786.00	38.21	0.00	72.00	450.00	0.00	225.79
01-25-011	0723120	SAL	TYRONE HILL	02-18.0-327-017	786.00	42.17	0.00	56.00	450.00	0.00	237.83
01-25-012	1024380	SAL	BEATRICE JETHROE	06-03.0-235-025, 026	788.00	88.02	0.00	92.00	450.00	0.00	157.98
01-25-013	1024113	SAL	ERNO KESKENY	02-10.0-405-025, 026	786.00	98.97	0.00	85.25	450.00	0.00	151.78
01-25-014	200700096	DEF-REC	RONNIE F MCCOY	01-13.0-222-049	6,000.00	0.00	0.00	0.00	306.12	0.00	5,693.88
01-25-015	201501763	DEF-REC	BRYAN WATSON	02-20.0-111-026	29,173.76	0.00	0.00	0.00	4,311.89	0.00	24,861.87
01-25-016	201502321	DEF-REC	DARRELL JONES	02-27.0-309-015	4,202.00	0.00	0.00	0.00	591.33	0.00	3,610.67
01-25-017	201600286	DEF-REC	JOHNIE EILAND	01-35.0-105-039	2,500.00	0.00	0.00	0.00	197.40	0.00	2,302.60
01-25-018	201601432	DEF-REC	STANLEY WILLIAMS	02-21.0-414-023	988.00	0.00	0.00	0.00	61.96	0.00	926.04
01-25-019	201700754	DEF-REC	DAVID AYERS	02-18.0-109-033	800.00	0.00	0.00	0.00	195.62	0.00	604.38
01-25-020	201700984	DEF-REC	ANNIE DONES	02-19.0-211-005	10,882.00	45.84	0.00	0.00	1,928.26	0.00	8,907.90
01-25-021	201703154	REC	KIMBERLY COMMONS	02-31.0-202-022	2,297.00	68.00	0.00	72.00	610.78	0.00	1,546.22
01-25-022	201800396	DEF-REC	REGINALD WELCH & CAROL GUY	02-08.0-410-028	1,710.00	0.00	0.00	0.00	570.16	0.00	1,139.84
01-25-023	201800713	REC	ONIEL AMAND	02-18.0-403-052	13,987.10	130.55	0.00	72.00	4,164.14	25.00	9,595.41
01-25-024	201801110	DEF-REC	HATTIE MAE HAYES	02-22.0-417-030	1,110.00	0.00	0.00	0.00	271.25	0.00	838.75
01-25-025	201801227	DEF-REC	STANLEY WILLIAMS	02-26.0-202-050	1,082.00	0.00	0.00	0.00	229.54	0.00	852.46
01-25-026	201801232	DEF-REC	SCOTT JACKSON	02-26.0-208-006	885.00	0.00	0.00	0.00	363.32	0.00	521.68
01-25-027	201801347	REC	ORLANDO FRIDGE	02-27.0-211-005	1,558.02	115.01	0.00	72.00	591.41	0.00	779.60
01-25-028	201803232	DEF-REC	DWAYNE WILSON	02-32.0-405-001	800.00	0.00	0.00	0.00	311.58	0.00	488.42
01-25-029	201804017	DEF-REC	EVELYN J GARRARD	07-07.0-313-004	978.00	0.00	0.00	0.00	6.89	0.00	971.11
01-25-030	201804349	DEF-REC	PERNELL R & TIFFANY SCOTT	02-15.0-115-021	1,388.00	0.00	0.00	0.00	438.92	0.00	949.08
01-25-031	201804381	DEF-REC	REVA YOUNG	02-16.0-203-028	3,615.00	70.11	0.00	0.00	962.55	0.00	2,582.34

RES#	Account	Type	Account Name	Parcel#	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Misc/ Overpmt	Treasurer
01-25-032	201900763	REC	A-1 REALTORS LLC	02-16.0-118-015	3,700.00	68.00	0.00	72.00	1,188.82	0.00	2,371.18
01-25-033	201900817	DEF-REC	AABRIAL JOHNSON & TAMIKA JOHNSON	02-16.0-217-093	605.00	101.25	0.00	0.00	252.24	0.00	251.51
01-25-034	201900824	DEF-REC	STECEY WILLIAMS	02-16.0-224-005	855.00	45.87	0.00	0.00	302.40	0.00	506.73
01-25-035	201901207	DEF-REC	JESSIE L SR ROBINSON	02-19.0-418-006	2,450.00	0.00	0.00	0.00	688.89	0.00	1,761.11
01-25-036	201901385	DEF-REC	KRISTA ADAMS	02-22.0-420-009	2,500.00	0.00	0.00	0.00	610.41	0.00	1,889.59
01-25-037	201901839	DEF-REC	CHRISTOPHER STORY, TAWANDA STORY, & WAYNE STORY	02-32.0-205-015	900.00	0.00	0.00	0.00	222.06	0.00	677.94
01-25-038	201902301	DEF-REC	DERRICK L COURTLAND	06-01.0-318-015	3,000.00	0.00	0.00	0.00	787.01	0.00	2,212.99
01-25-039	201901845	DEF-REC	AUDREY WHITE	02-32.0-209-026	3,915.00	53.97	0.00	0.00	1,045.84	0.00	2,815.19
01-25-040	201902818	REC	LAWRENCE W SCHAEFER & VICKIE L SCHAEFER	07-05.0-301-006	4,373.39	68.00	0.00	72.00	763.15	62.50	3,407.74
01-25-041	202000186	REC	DENISE R EMBERY	01-24.0-142-002	1,061.83	106.21	0.00	72.00	448.37	0.00	435.25
01-25-042	202000211	REC	LINDA F HOWELL	01-24.0-231-002	4,510.86	130.44	0.00	72.00	1,446.38	0.00	2,862.04
01-25-043	202000998	REC	GERALD Q JONES	02-17.0-319-007	2,814.00	130.44	0.00	72.00	980.27	0.00	1,631.29
01-25-044	202001095	REC	SAMUEL PURCHASE	02-18.0-317-007	6,797.61	282.67	0.00	72.00	1,731.68	0.00	4,711.26
01-25-045	202003521	REC	PATRICK R GRANT	07-08.0-204-008	3,418.00	121.75	0.00	72.00	1,321.58	38.00	1,864.67
01-25-046	1124923	SAL	EAST ST LOUIS SCHOOL DISTRICT NO. 189	02-18.0-118-001	786.00	31.43	0.00	72.00	450.00	0.00	232.57
01-25-047	1124924	SAL	EAST ST LOUIS SCHOOL DISTRICT NO. 189	02-18.0-118-002	786.00	31.43	0.00	72.00	450.00	0.00	232.57
01-25-048	1124925	SAL	EAST ST LOUIS SCHOOL DISTRICT NO. 189	02-18.0-118-003	786.00	31.43	0.00	72.00	450.00	0.00	232.57
01-25-049	201302461	DEF-REC	NORMAN TREMELL AND SCHNELL CARRAWAY	02-20.0-221-010	980.00	0.00	0.00	0.00	100.22	0.00	879.78
01-25-050	201503956	DEF-REC	LAWRENCE SCHAEFER	07-05.0-301-017	978.00	0.00	0.00	0.00	173.81	0.00	804.19

RES#	Account	Type	Account Name	Parcel#	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Misc/ Overpmt	Treasurer
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Totals

\$139,737.27

\$2,518.40

\$0.00

\$2,166.25

\$35,401.25

\$125.50

\$99,525.87

L. Mosley
Harry Hall
D. Brown
ALB

Matt Cleef
By Mosley
County Clerk

Committee Members

Clerk Fees

\$2,518.40

Recorder/Sec of State Fees

\$2,166.25

Total to County

\$104,210.52



MARK A. KERN
CHAIRMAN

ST. CLAIR COUNTY BOARD

10 PUBLIC SQUARE, ROOM B-561, BELLEVILLE, ILLINOIS 62220-1623
(618) 825-2203 • FAX: (618) 825-2740

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LONNIE MOSLEY
VICE-CHAIRMAN

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District 2
GW. SCOTT, JR.

District 3
ROY MOSLEY, JR.

District 4
HARRY HOLLINGSWORTH

District 6
MARTY T. CRAWFORD

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COURTNEY D. MOORE

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STEVEN COMRIC

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KEN EASTERLEY

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SUSAN GRUBERMAN

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RICHIE MEILE

District 26
ROBERT WILHELM

District 27
MATT SMALLHEER

District 28
JOHN COERS

January 8, 2025

Mark A. Kern, Chairman
St. Clair County Board
10 Public Square
Belleville, Illinois 62220

Dear Chairman Kern:

The St. Clair County Board's Grants Committee submits the payroll and expense claims for the pay periods in **December, 2024.**

These claims involve the expenditure of programmatic and administrative funds associated with the Community Development Group, Workforce Development Group, and the Community Services Group.

These expenditures have been processed by the administrative staff of the St. Clair County Intergovernmental Grants Department. They have been reviewed and approved by the Grants Committee and are recommended for County Board approval by the Grants Committee.

Respectfully submitted,

Steve Reeb, Chairman
St. Clair County Board Grants Committee

MONTHLY ACTIVITY REPORT
December 2024 Stats

Leo Dumstorff, D.D.S.
President
St. Clair County Board of Health

Myla Blandford,
MPH, REHS, LEHP
Executive Director
St. Clair County Health Department

Administrative/Fiscal

618.233.7703
618.222.1630 fax

Infectious Disease Prevention

Communicable Disease

618.233.6175
618.233.9356 fax

**Southwestern Illinois
HIV Care Connect**

618.825.4501
618.825.4585 fax

Emergency Preparedness

618.233.7703
618.233.9356 fax

Environmental Health

618.233.7769
618.236.0676 fax

**Health Promotion & Wellness
Clinical Services & Systems**

Maternal-Child Health Programs

618.233.6170
618.236.0831 fax

Breast and Cervical Cancer

618.233.7703
618.233.7713 fax

Immunizations

618.825-4500

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@stclaircountyhealth

Twitter:
@StClairHealth

ENVIRONMENTAL PROGRAMS

NOV DEC YTD 24

ENVIRONMENTAL HEALTH

FOOD SERVICE PROGRAM

Routine Inspection	191	233	2,602
Reinspection	44	35	547
Opening Inspections	5	3	57
Food Recalls	18	0	180
Foodborne Illness Investigations	0	7	14
Complaint Investigations	7	7	139
In-services	0	0	9
# of Participants	0	0	149
Consultations/Plan Reviews/Fires/Disasters	206	251	2,568

NUISANCE/VECTOR/TANNING

Complaint Investigations & Rechecks	2	3	9
Smoke Free IL Complaints	1	1	11
Smoke Free IL Citations	0	0	0
Consultations (Smoking, Tanning, Vector)	33	45	626
Tanning/Body Art Inspections & Rechecks	2	1	15
Vector Surveillance sites (May - October)	0	0	20

POTABLE WATER PROGRAM

Well Permits Issued	2	0	19
Well Inspections	0	0	17
Analysis Reviewed	0	5	66
Consultations	12	20	215

PRIVATE SEWAGE PROGRAM

Permits Issued	12	2	105
Sewage Consultations	103	82	1,185
Systems Inspected	12	5	104
Complaints, Investigations & Rechecks	4	1	40
Home Loan Inspections	0	0	2



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MONTHLY ACTIVITY REPORT
December 2024 Stats

ENVIRONMENTAL PROGRAMS	NOV	DEC	YTD 24
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**ENVIRONMENTAL PROTECTION and
POLLUTION PREVENTION**

LANDFILL PROGRAM

Landfill, Compost, Open Dump Inspections, FUIs	13	5	87
New Open Dump Sites Closed	0	0	1
Complaint Investigations, Rechecks	2	2	62
Consultations	0	0	95

POLLUTION PREVENTION PROGRAM

Consultations/Presentations	0	0	4
Materials Distributed	0	25	27

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INFECTIOUS DISEASE PREVENTION

NOV DEC YTD 24

COMMUNICABLE DISEASE CASES

Chlamydia	62	48	862
E-Coli	4	2	97
Gonorrhea	32	22	372
Group A Streptococcal	4	2	22
Hepatitis A	0	0	3
Hepatitis B	4	1	18
Hepatitis C	13	11	128
HIV+	1	0	9
Influenza	0	0	21
Covid-19	0	0	1
Flu-like Symptoms (Specific)	0	4	4
Meningitis (Bacterial)	0	0	0
MRSA	0	0	0
Pertussis	8	3	23
Salmonella	1	1	34
Syphilis	9	10	186

TB CONTROL/TESTING

Field Visits (Directly Observed Therapy)	1	1	158
Client Contacts (Directly Observed Therapy)	1	1	158
Video Observed Therapy	0	0	207
Client Served under Video Observed Therapy	0	0	5
Clients Served (by Physician)	5	3	58
Client Contacts (Clinic)	59	37	1,080
Chest X-Ray	2	2	38
Skin Tests	23	15	468
Positive Skin Tests	0	1	1
MTB Cases	0	0	5
Suspects	0	0	0

ILLNESS INVESTIGATIONS-CONSULTATIONS

Off-site	0	0	1
Office	0	0	3
Phone	207	134	3,993
OOJ - Out of Jurisdiction	0	67	398
Documentation Sen-Physicians/ MSP Providers	0	0	15





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INFECTIOUS DISEASE PREVENTION

NOV DEC YTD 24

HIV/AIDS CARE REGION

Starting Caseload	679	679	679
New to Medical Case Management Clients	n/a	0	108
Discharges	n/a	0	83
Misc Changes	n/a	0	4
Remaining/Current Caseload	679	679	672

HIV PREVENTION - REGION

HIV Tests Completed Total	19	3	2
HIV Tests Completed Total (Routine)	15	10	253
HIV Tests Completed Total (Risk Based)	4	3	26
HIV Tests Completed at SCCHD	19	0	261
New Positive Cases Identified	1	0	1
# Cases Linked to HIV Medical Care	1	0	1

HIV DISEASE INTER. SERV. - REGION

New Cases Opened	0	0	35
Individuals Notified	0	0	0
Linked to Medical Care	0	0	0
Already in care (May reflects to-date number)	0	0	15



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EMERGENCY PREPAREDNESS & CRI

NOV DEC YTD 24

MATERIAL DISTRIBUTION

Resource Requests	n/a	0	1
SNS/IPS (medication/testing supplies)	n/a	0	4,180
PPE/Resources	n/a	0	1

ST CLAIR COUNTY AED PROGRAM

Site Visits	n/a	0	3
Utilization Incidents	n/a	0	8
PAD-Pak Qualification	n/a	0	7
Forward Hearts Case Qualification	n/a	0	0
Forward Hearts Case Acceptance	n/a	0	0

MRC (MEDICAL RESERVE CORPS)

VOLUNTEER MANAGEMENT

Current # of Volunteers	120	120	120
New	n/a	0	8
Withdrawals	n/a	0	1
Recruitment Events	n/a	0	13
Attendance	n/a	0	570
Social Media Posts/ Mass Communication	n/a	0	86

MRC TRAINING

External Conferences/Workshops Attended	n/a	0	15
Community Partnership Meetings	n/a	2	17
Meetings/Workshops/Trainings Offered	n/a	4	27
Number of MRC Volunteers Trained	n/a	0	31
Drill/Exercises	n/a	0	8

MRC INCIDENT/EVENT ASSISTANCE

Non- Emergency Public Health Event	n/a	1	22
Emergency Response Incident/Assistance	n/a	0	0
MRC Unit Volunteer Hours Served	n/a	6	73

MONTHLY ACTIVITY REPORT
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EMERGENCY PREPAREDNESS & CRI

NOV DEC YTD 24

COMMUNITY COORDINATION

External Conferences/Workshops/Trainings Attended
Community Partnership Meetings
Drills/Exercises
Internal (SCCHD)
External

n/a	0	16
n/a	4	56
n/a	1	23
n/a	0	10
n/a	1	20

TRAINING

SCCHD Personnel Trained
New Employee PHEP Orientation
Annual PHEP Employee Training
Incident Command System (ICS)
Point of Dispensing (POD)
Other/Misc
Community Partners Trained

0	0	264
n/a	0	11
n/a	0	1
n/a	0	13
n/a	0	131
n/a	0	108
n/a	0	47

COMMUNITY HEALTH/OUTREACH

Public Outreach/Presentations
Narcan Outreach Events
Narcan Trainings Provided
Attendance
Narcan Kits Distributed
Teddy Bear Clinic Workshops
Attendance
CPR Certifications
First Aid/Stop the Bleed (STB) Certifications

n/a	1	21
n/a	0	34
n/a	0	255
n/a	0	965
n/a	0	1,180
n/a	0	7
n/a	0	233
n/a	0	60
n/a	0	48

EMERGENCY RESPONSE

INCIDENT/ASSISTANCE

Active Public Health Emergency Declarations
Biowatch Actionable Result (BAR)
Special Events
Healthcare Coalition Activation (HOPE/STLHCC)
IPHMAS Request
SIREN Alerts

n/a	0	8
n/a	0	1
n/a	0	2
n/a	0	1
n/a	0	0
n/a	0	1



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Dec

Health Promotion & Wellness	NOV	DEC	YTD 24	YTD 23
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BETTER BIRTH OUTCOMES (BBO)

Intensive Prenatal Caseload	51	65	804	n/a
New Enrollment	10	14	172	n/a
Home Visits	3	0	21	n/a

BREAST & CERVICAL CANCER PROGRAM (BCCP)

Enrollment	9	4	256	178
Clinically Navigated Insured	2	4	21	38
Clients with High Deductible	2	1	12	15
Younger Symptomatic Referrals	0	1	17	16
Referrals/Treatment Act	0	2	2	4
Cancer withing BCCP	0	0	0	3
Cancer outside BCCP	0	2	2	1

BREASTFEEDING PEER COUNSELOR PRGM (BFPC)

Current Caseload	324	361	3,278	526
BF Cases (new)	13	7	110	590
Pregnant Cases (new)	13	23	221	94

DIAPER DEPOT

Diaper's Distributed	4050	3575	51,600	52,160
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HEALTHY HOMES LEAD POISONING PREVENTION PROGRAM (HHLPPS)

Current Caseload	33	31	318	n/a
New Cases	10	4	61	10
Closed Cases	7	5	54	32
Prevention Education	28	30	1,468	221
Home Visits/Evaluations	1	0	15	n/a
Contacts	40	30	277	n/a

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Health Promotion & Wellness	Dec			
	NOV	DEC	YTD 24	YTD 23

IMMUNIZATIONS

VFC Immunizations	69	47	1,010	n/a
317/Bridge Immunizations (changed to AIP)	20	12	129	n/a
Private Pay Immunizations	40	23	337	n/a

SCREENINGS

Lead testing - Children	57	29	506	640
Lead testing - Prenatal	6	7	150	199
Perinatal Depression Screening	182	156	1,840	1,795
Physical - Child	9	3	103	0
Physical - Adult	3	2	31	0
Respiratory testing (COVID-19, Flu A&B, RSV)	3	26	205	n/a

WOMEN, INFANTS, & CHILDREN (WIC)

Assigned Caseload	2,059	2,059	24,308	24,076
Clients Picking Up Food Instruments	1,583	1,567	19,136	19,287
Achievement Percentage	81	76	963	957
Clients Certified	188	178	2,607	2,640
Nutrition Education Attendance	479	472	5,186	5,565

YOUTHCARE

Current Caseload	440	443	4204	3,420
New Case Enrollment	9	21	309	171
Cases Closed/Transferred	12	21	199	200
Administrative Case Reviews done	54	66	667	557

PHS COMMUNITY OUTREACH

Health Fairs	0	0	3	5
Total engaged at table/booth	0	0	370	765
Presentations Given	2	0	13	18
Total Attendance	49	0	562	295
Meetings/Conferences/Workshop Contacts	2	55	137	266
Face to Face Contacts	41	55	299	142





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ADMINISTRATION	NOV	DEC	YTD 24
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PROMOTION

Press releases (SCCHD/IDPH)	0	0	15
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SOCIAL MEDIA

Instagram ~ New Likes and follows	n/a	n/a	33
Instagram Reach ~ NEW METRIC starting 5/23	n/a	n/a	39,918
Instagram Profile Visits~ NEW METRIC starting 7/23	n/a	n/a	266
Twitter Impressions per month	n/a	n/a	3,572
Facebook*			
Followers - Lifetime 7/2/2021 - Current Month	9,863	9,860	9,860
Net New Facebook Follows per month	1	-3	110
Number of FB Posts	42	15	395
Facebook Page and Profile Visits	913	392	13,250
Impressions per month	52,777	11,608	783,801
Page Reach	16,500	3,500	351,614
Content Interactions	342	48	5,995
Links Clicked	736	18	3,837

NOTE: Twitter Analytics have changed and are not available as they previously were.



IOC Accounting Line Details

Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0188	492	27	44910055	4491	\$944,450.44	DISBURSE CNTY/MASS TRANS SALES

Payment Voucher Description

Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 01/07/2025
2	COUNTY .25 % SHARE OF SALES TAX
3	LIAB MO: OCT. 2024 COLL MO: NOV. 2024 VCHR MO: JAN. 2025
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	COUNTY .25 % SHARE OF SALES TAX

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EMPLOYMENT

PRIVACY POLICY

IDENTITY PROTECTION POLICY

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FOIA

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IOC Accounting Line Details

Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$240,819.80	DISTRIBUTE MUNI/CNTY SALES TAX

Payment Voucher Description

Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 01/07/2025
2	COUNTY 1 % SHARE OF SALES TAX
3	LIAB MO: OCT. 2024 COLL MO: NOV. 2024 VCHR MO: JAN. 2025
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	COUNTY 1 % SHARE OF SALES TAX

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