

# **Knox County Board Member Packet**

## **Regular Meeting of the Board May 26, 2021**



This packet contains the meeting's agenda, accompanying documentation, and minutes of recent standing committee meetings.

Compiled by Scott G. Erickson  
Knox County Clerk / Recorder



**PUBLIC NOTICE OF REGULAR MONTHLY MEETING  
OF THE KNOX COUNTY BOARD ON MAY 26, 2021**

In accordance with action taken at its April 28, 2021, regular meeting, the Knox County Board ordered that members of the Knox County Board will hereby meet in regular session at 6:00 p.m. on May 26, 2021, at the council chambers in Galesburg City Hall and via teleconference due to public gathering restrictions.

Along with this notice is the agenda of matters to be discussed at said meeting. The agenda can also be accessed through our web site at [www.KnoxClerk.org](http://www.KnoxClerk.org).

DATED: May 21, 2021

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Scott G. Erickson  
Knox County Clerk and  
Ex-Officio Clerk of the Board

**Please Note:**

**There will be a closed session starting at 5:30PM for personnel, collective bargaining, security procedures, and pending litigation.**



## Knox County Board

Regular Monthly Meeting – May 2021  
Galesburg City Hall, Galesburg, Illinois  
And Via Teleconference due to  
Public Gathering Restrictions  
May 26, 2021

### BOARD MEETING AGENDA

Special Events		
In light of the Covid-19 virus and the Governor's proclamation waiving certain requirements of the Open Meetings Act, this meeting is being held in portion via teleconference after proper notice has been posted on the Knox County website.		
5:30 p.m.		Closed Session for Personnel, Collective Negotiations, Security Procedures, and Pending Litigation. (5 ILCS 120/2c-1,2,8, & 11)
Opening Ceremonies		
6:00 p.m.		Call to Order (Chairman)
		Roll Call (Clerk)
		Declaration of Quorum (Chairman)
		Proclamation (Sheriff)
		Pledge of Allegiance to the Flag of the United States of America (Chairman)
		Moment of Silence. (In lieu of a formal Invocation).
		Additions to the Agenda (for discussion only)
Public Comment		
Consent Agenda (R/C)		
Item 1	Approve	Minutes of the Regular and Closed Board Meeting on April 28, 2021.
Item 2	Approve	Claims by Members for per diem and mileage for the Meetings of May 2021 and other claims for per diem from Meetings.
Item 3	Presentation	Sales tax and various taxes for month of February 2021 in the amounts of \$109,225.43 and \$23,296.94 and public safety tax in the amount of \$174,225.96.
Items for the Chairman		
Item 4	Approve R/C	Approve Resolution in Opposition to Lake Storey Expansion Project.

Item 5	Approve R/C	Approve Creation and Membership of Ad Hoc Advisory Task Force for the American Rescue Plan Act of 2021 Use.
<b>Report – Committee on Finance, Insurance, Treasurer, Judicial, Veterans and Clerk/Recorder</b>		
Item 6	Presentation	Monthly Report from Committee.
Item 7	Approve R/C	Approve County Audit for FY2019-2020.
Item 8	Approve R/C	Approve Resolution on Supporting Local Control of Zoning and Land Use Administration
Item 9	Approve R/C	Approve Distribution of FMLA Guideline and Policy.
Item 10	Approve R/C	Approve Light Duty Workman's Compensation Policy.
Item 11	Approve R/C	Approve Personnel Changes
<b>Report – Committee on Sheriff, Jail, Mary Davis Home, Animal Control, and Building.</b>		
Item 12	Presentation	Monthly Report from Committee.
<b>Report – Committee on Assessor, Zoning, GIS, Highway, IT, and Landfill</b>		
Item 13	Presentation	Monthly Report from Committee.
Item 14	Approve R/C	Bid and Bring Back for New Tandem Dump Truck Cab & Chassis. (Highway)
Item 15	Approve R/C	Approve Topcon Reference Station Host Agreement. (Highway)
Item 16	Approve R/C	Approve Purchase of Two 30 Yard Containers from Gregory Containers, Inc. (Landfill)
<b>Report – Committee on Nursing Home</b>		
Item 17	Presentation	Monthly Report from Committee.
Item 18	Approve R/C	Approve Room Rate Increase.
Item 19	Approve R/C	Approve Educational Requirement Changes for Business Office Manager.
Item 20	Approve R/C	Approve Addendum to Consulting Services Agreement with Jordan Healthcare Group.
<b>Reports – External Committees Assigned to Board Members</b>		
Reports from these Committees will be placed on file in the County Clerk's office. No presentations will be provided during the meeting. If you have specific questions, please direct them to the specific Board representative.		
Knox County Board of Health (Bondi)		
Galesburg Convention and Visitors Bureau (Sandoval)		
9-1-1 Committee (Hawkinson)		
Knox County Area Partnership for Economic Development		
Prairie Hills Resources Board (Krejci)		
United Council of Counties (Davidson)		
Western Illinois Regional Council (Amor)		
Knox County Mental Health 708 Board (Rohweder)		
University of Illinois Extension Office (Link)		
<b>Claims Against the County – R/C</b>		
Item 21	Approve R/C	Approve Opening of Budget for Line Item Changes. (If Necessary)
Item 22	Presentation	Presentation of the Proposed Budget Line Item Changes
Item 23	Approve R/C	Approval of Proposed Line Item Changes. (If Necessary)

Item 24	Approve R/C	Claims against Knox County, Illinois, for the period of April 29, 2021 through May 26, 2021 (ordering that invoices be accepted and approved and that the County Clerk and County Treasurer be authorized and directed to issue County Warrants in payment of the bills in the aggregate amount approved by the County Board)
<b>Announcements</b>		
Item 25	Presentation	The next regular meeting will be held on <b>Wednesday, June 23, 2021</b> , 6:00 p.m., at Galesburg City Hall Council Chambers along with Zoom teleconference.
<b>Closing Ceremonies</b>		
Item 26	Presentation	<u><b>Adjournment</b></u> of meeting until next scheduled meeting of the Board.

\* CONSENT AGENDA: All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Member or citizen so requests; in which event the item will be removed from the Consent Agenda and will be considered separately.

\*\* Action item to be used only if previous Motion to Remove from Table is approved.

**VOTING CHART:** R/C = Roll Call Vote; Voice = Voice Vote; 2/3 = 2/3rds Vote

**PLEASE NOTE:** Except for emergency personnel, please turn off all cellular telephones and paging devices during the meeting.

**PROCEEDINGS OF THE COUNTY BOARD  
KNOX COUNTY, ILLINOIS**

**April 28, 2021**

STATE OF ILLINOIS        )  
                                      )       SS  
COUNTY OF KNOX        )

Proceedings of the Regular Meeting of the Knox County Board held in person at the Galesburg City Council chambers and via telephone conference on Wednesday, April 28, 2021, at 6:05 p.m. Due to the coronavirus pandemic and rules for social distancing, this action was necessary.

The Meeting was called to order by County Board Chair Jared Hawkinson and upon roll call the following Members reported present:

District 2	Robert Bondi
District 3	Tara Wilder
District 4	Jared Hawkinson
District 5	Ricardo “Rick” Sandoval
District 1	Darla Krejci
District 2	David Amor
District 3	Pamela Davidson
District 4	Todd Olinger
District 5	Brian Friedrich
District 1	Cheryl Nache
District 2	John Hunigan
District 3	Kyle Rohweder
District 4	Sara Varner
District 5	Jeff Link

And those absent:               District 1       Roland Paulsgrove

Also present was County Clerk Scott Erickson, County Sheriff David Clague, State’s Attorney Jeremy Karlin, and County Treasurer Robin Davis.

County Sheriff David Clague delivered the Proclamation. Chair Hawkinson led the Members in the pledge of allegiance to the flag. In lieu of a formal invocation, Chair Hawkinson asked that a moment of silence be observed.

Chair Hawkinson asked for additions or deletions to the agenda. Member Rohweder asked to remove Item #22 – Appointment to the Zoning Board of Appeals. Member Amor asked to remove Item #9 – Creation and appointments to Legislative Redistricting task force. Without objection, Chair Hawkinson removed those items.

Chair Hawkinson asked for public comments. Kevin Malley of rural Galesburg addressed the Board. As a framer in rural Henderson Township, he is concerned with the proposed expansion of Lake Storey. The City of Galesburg has taken on many projects in the name of economic development and they either take years to complete or still remain unfinished. The current plans include spending \$29 million on a new dam and flooding of 600 acres of prime farm ground. They have been flying drones and doing studies to see if the project is feasible. The acquisition will put Highway 31 under 20 feet of water and restrict the access to the south side of the lake for residents. He encouraged the Board to oppose the action.

Nikki Malley spoke next in opposition to the Lake Storey expansion project. She is a Henderson Township resident that lives on a working farm. They would lose lots of farm ground if this project were to proceed. They have no desire to sell their land. The majority of the area residents have already secured legal counsel. The project would annex hundreds of acres into the City of Galesburg and drive the remaining land that is not flooded into a higher tax base within the City. Roadways would be destroyed and the agricultural and residential character of the area would be damaged. Not one time during this process have the project managers or their team contacted any of the land owners. She asked the Board on behalf of the residents in the County to oppose the expansion project. Your voice holds lots of power.

Cory Malley spoke next. He stated that this project will benefit local realtors. If the City of Galesburg were to start this project and not complete it, the County would lose a large amount of taxes. The City has worked to hide the process with no transparency or property owner input. The City has said that they will acquire the property and then flip it to a private entity to proceed.

Donna Swigart spoke next in opposition to the Lake Storey expansion project. She lives on the west side of Lake Storey and her home will be one that will be destroyed in this project. This land and home have been in her family for generations and she would like to be able to pass it down to the next generation of her family. She is not going to move for this project. The City has no right to take her land. There are other ways to spend money in the City. The expansion will also lead to other issues such as drinking on boats and party coves.

Chair Hawkinson thanked those persons for their comments.

Motion was made by Member Friedrich and seconded by Member Bondi to approve the following items of the consent agenda: 1) minutes of the Regular Board Meetings for March 24, 2021, 2) claims for Members for per diem and mileage for the meetings of March 2021 and other claims for per diem from meetings, and 3) sales tax and various taxes for the month of January 2021 in the amount of \$111,828.44 and \$26,922.30 and public safety tax in the amount of \$187,596.66. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion was made by Member Sandoval and seconded by Member Davidson to approve the Proclamation in recognition of Motorcycle Awareness Month. Chair Hawkinson read the proclamation into the record. Member Rohweder stated that as a proud Vespa owner and member of the Knuckle Draggers Scooter Club he asked that people watch out for scooters as well. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion was made by Member Friedrich and seconded by Member Link to approve the Proclamation in recognition of National Beef Month. Chair Hawkinson read the proclamation into the record. Member Davidson stated that she has been a vegetarian for 35 years and will be abstaining from this vote. Member Rohweder stated that he has been a vegetarian for 20 year. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(13). Noes—(0). Abstain – Davidson – (1). Motion carried.

Motion made by Member Bondi and seconded by Member Amor to approve the appointments of Dr. Bruce Bobofchak, DDS and Kevin Satsky, MD to the Knox County Board of Health. These are both re-appointments to the Board of Health. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion was made by Member Friedrich and seconded by Member Davidson to approve the appointment to the Galesburg Sanitary District of Mike Landon. This is a re-appointment to this Board. Member Rohweder stated that anyone willing to volunteer their time is greatly appreciated. Member Davidson stated that it is an honor to support Mike Landon as he is very dedicated to Knox County. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich Hunigan, Rohweder, Varner, and Link—(13). Noes—(0). Abstain—Nache-(1). Motion carried.

Motion was made by Member Sandoval and seconded by Member Rohweder to approve the appointment to the Williamsfield Sanitary District of Brenda Dexter. This is a re-appointment to this Board. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich Hunigan, Rohweder, Varner, and Link—(13). Noes—(0). Abstain—Nache-(1). Motion carried.

Motion made by Member Rohweder and seconded by Member Davidson to approve the appointments of Dr. Bruce Bobofchak, DDS and Kevin Satsky, MD to the Knox County Board of dual role position at the Knox County Nursing Home. Chair Hawkinson stated that the job description is available on the Wedavnav site. The position of Infection Control is a mandated position. There is money in the budget from the Assistant Director of Nursing salary. This is a single person doing two positions. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion made by Member Amor and seconded by Member Bondi to approve the clerical position for the Knox County State's Attorney. Chair Hawkinson stated that the details for this position are in the packet. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Olinger, Friedrich, Hunigan, Rohweder, Varner, and Link—(12). Noes—Davidson-(1). Abstain-Nache-(1). Motion carried.

Motion made by Member Friedrich and seconded by Member Hunigan to approve the Resolution regarding Veteran's Assistance Commission compliance. Member Hunigan stated that this is on the Webdavnav site for review. And read it into the record. Member Davidson

stated that this is the best move that we can make. These Veterans fought for our freedom and the Veteran's Assistance needs to help them. They are in need of medication and housing among other things. Member Nache echoed Member Davidson as there are a lot of things not getting done for our Veterans. Her son was one of the Veterans that was in need of help. Member Hunigan stated that the Board fully supports the Veteran's Assistance Commission but there are some operational concerns. They need better oversight and accountability. Member Amor stated that we did not enter into this decisions hastily as the issue has been growing for some time. The Board has reached out multiple times to get cooperation. Chair Hawkinson said that this resolution will start the conversation moving and will work to advance our focus on service to the veterans. They have not been forthcoming with information. We are failing our Veterans and need to make sure that they have access to assistance. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Chair Hawkinson next addressed the discussion on the proposed Lake Storey expansion project. He stated that Member Amor had asked for this to be added to the agenda. Member Amor thanked the property owners that addressed the Board about this topic. He represents a district that is within the city limits and all the talk he has heard is in opposition to the project. He wants to stand by the owners affected by the project and is concerns about the loss of tax revenue to the County. He agrees with those that have concerns that this is not a sound project. Member Nache stated that she has had concerns from day one. There seems to be money for upscale projects but not for low or medium income housing projects. With Logistics Park still sitting empty nobody is receiving the estimated tax benefits from that project. Member Hunigan reminded the Board that recently they heard concerns about the solar and wind farm projects and how they affected property values. The residents are not happy about this project. Member Krejci stated that it is our duty to speak for the land owners who do not have a voice. We need to be their voice to the City and encourage a statement of opposition to be drafted. Member Olinger stated that he supports the land owners and is concerned about the City trying to take property away for this project. It is a pipe dream that this will be a second Oak Run. It is not fair to the land owners and the generational farmers in the area. Member Hunigan stated that he is 100% in support of economic development, but the taking of 91 parcels into the City for this project and the loss to the County tax base is very concerning. This project will take several years to get started and the loss of tax revenue during that time equates to lost jobs in the County. The project has been handled badly.

Member Friedrich presented the monthly report for the Finance, Insurance, Treasurer, Judicial, Veterans, and Clerk/Recorder Committee. The reports are included in the packet. He reported that the money from the stimulus is not here yet and there have been no updates on the rules to spend it.

Motion made by Member Friedrich and seconded by Member Rohweder to approve the Resolutions on deed of conveyance. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion made by Member Friedrich and seconded by Member Davidson to approve the bid proposal for health/life/dental/vision insurance for 2021-2022. Member Friedrich stated that the Treasurer was directed to get quotes for both a similar plan to what is currently offered and a plan that would reduce the premiums. Treasurer Davis stated that the deductibles for a single went down to \$1500/\$3000 and for family to \$3000/\$6000. The ancillary coverages will switch to Met Life and the dental premium will go down a little bit. There will be no HAS contribution again this year. The employees can also participate in a wellness program that will reduce their monthly premiums by 30%. Chair Hawkinson stated that the deadlines for signing up for the insurance are hard and fast. There can be no exceptions this year. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion made by Member Friedrich and seconded by Member Amor to approve the Resolution Opposing the Governor's proposed reduction in Local Government Distributive Funding. Member Amor stated that this is an initiative of the Illinois Association of County Board Member. The Governor has proposed to cut the budget by 10% and reduce the amount of funding that local governments will receive from the Local Distributive Fund. This fund has already been diminished over the years and was unilaterally swept. He encourages us to join other Counties in the State and oppose this type of budget reduction.. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Member Friedrich next discussed the upcoming property tax bills for the County. He stated that we are still waiting for the multiplier from the State. County Clerk Erickson stated that once the final multiplier is received it will take his office about 10 to 14 days to complete the process to roll to the Treasurer. Treasurer Davis stated that her office will need to process the information and prepare for the tax bills to be generated. She stated that if they receive the tax roll by May 14<sup>th</sup> then they could get the bills ready and set for a July 7<sup>th</sup> and September 7<sup>th</sup> due dates. Member Nache asked what the cause of the delay was. Clerk Erickson stated that they received the information from the Assessor's office a bit later than last year. That in combination with the Department of Revenue working with a smaller staff have led to the delays. He reminded the Board that his office will produce the data as fast as possible, but also needs to be sure that the work is done correctly.

Motion made by Member Friedrich and seconded by Member Davidson to approve the Resolution establishing personnel policy vacation benefit directive. Treasurer Davis reported that our labor attorney has created some guideline to limit the accrual of vacation time over what has been approved by pervious policy. Currently a person is only allowed to carry a week of vacation over to the next year. Several employees have more than that amount and are not compliant with the Board policy. This is causing audit issues and unnecessary exposure and liability. Member Amor stated that this encourages the employees to use their time and should not be a hardship for them to get it used. This will also help with the difficulty of budgeting extra benefit hours in the budget. Member Davidson stated that this is way overdue. How do we set a budget when excess vacation time could cost us \$40,000? The policy was set for a reason. Member Nache agreed that this is a problem with the auditors and should help with issues. Treasure Davis stated this is an ongoing comment in the audit and requires a response from the

County. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion made by Member Friedrich and seconded by Member Amor to approve the Resolution authorizing wage salary increases for certain non-contractual employees for Fiscal Year 2020-2021. Member Friedrich stated that Chair Hawkinson had brought this up before. Now that we have had a chance to catch up on things it was time to take another look at the issue. He also thanked the Finance Committee in advance as the budget season is soon upon us and they will be putting in lots of hours. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Chair Hawkinson stated that in the absence of Committee Chair Paulsgrove that Member Sandoval would be filling in as Committee Chair. Member Sandoval presented the monthly report for the Sheriff, Jail, Mary Davis Home, Animal Control, and Building Committee. He reported that the information was in the Board packet.

Motion made by Member Sandoval and seconded by Member Friedrich to approve the purchase of computers for the Sheriff's Department. Member Davidson asked what line item was being used for this purchase. Member Sandoval stated that it was communications. He said that the Sheriff would look at the budget and see if there is money to cover this from the relief money coming to the County. Sheriff Clague stated that the Public Safety money could also be used to cover this. Member Davidson stated that this is not public safety. Sheriff Clague responded that there is over \$7million in the Public Safety Fund and if they do not have updated computers there will be no way to write reports. Member Sandoval stated that the newest computers there are about 5 to 6 years old and will not work with Windows 10 and other programs. Sheriff Clague stated the system was outdated and was out for most of the weekend. Member Sandoval stated that we need to get the money from somewhere as this is an important issue. Member Amor said he did not see a document with the projected costs. Member Sandoval stated that the cost would be around \$21,000. Sheriff Clague stated that part of the bid they received was for the license fee for each computer at a rate of \$333. They will need to replace around 20 computers in total. Chair Hawkinson stated that Windows 7 has not been supported for years and will present major security issues and potential liability. Member Olinger asked if this was to replace the mobile computers as well. Sheriff Clague stated that it did not. Member Bondi asked for clarification on who has the authority to spend from the Public Safety Fund. There seems to be conflicting ideas. Treasurer Davis stated that that all of the Public Safety money has been allocated but a reserve has been set aside. Member Amor stated that at the end of May there was \$576,000 in the communications account. Treasurer Davis stated that the communication fund is in the general fund. She does not know how much will be spent on communication for the rest of the year. Chair Hawkinson stated that the communication fund currently has funds available and they can look to adjust later if stimulus money becomes available for this type of expense. Member Davidson said that it was not a question of need just a question of how to pay for it. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Member Bondi presented the monthly report from the Assessor, Zoning, GIS, Highway, IT, and Landfill Committee. The report is included in the packet from each department. He stated that he was a bit discouraged that an action item for this Committee was removed. He was concerned that months of work go into these items and then they are dropped from the posted agenda at the last minute.

Motion by Member Bondi and seconded by Member Sandoval to approve the amended Resolution for Motor Fuel Tax Maintenance, Section 21-00000-00-GM. Member Bondi stated that the original amount needs to be reduced as the original amount was based on an audit for 10 years. There are lots of open sections still needing work. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion by Member Bondi and seconded by Member Sandoval to approve the bid for purchase of new ¾ ton 4X4 pickup truck for the Highway Department. The current truck has 210,000 miles on it and the new truck will come from Yemm. The cost will be \$35,340 and is currently available in the budget. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion by Member Bondi and seconded by Member Davidson to approve the bid for a new lawnmower for the Highway Department. Member Bondi stated that the information was in the packet. The Highway Department was able to locate a John Deere X590 mower in the State procurement program. It will be purchased through Martin-Sullivan in Knox County at a cost of \$5924.25. This is a budgeted expense. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion by Member Bondi and seconded by Member Davidson to approve the culvert liner bid for County Highway 15, Section 20-000-15-XX-CB. Member Bondi stated that this is linear process that requires minimal patch work. The estimated cost will be \$61,070 from a company in Goodfield, Illinois. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion by Member Bondi and seconded by Member Davidson to approve the Resolution for improvements for County Highway 7 and 9, Section 02-00000-01-SM. Member Bondi stated that this is a housekeeping matter from 2002. When the project was started it was not brought to the Board to pay. IDOT paid and an audit has determined that we owe funds. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Member Hunigan presented the report from the Nursing Home Committee. The report is in the packet. There has been one positive COVID case of an employee at the facility. It has

been determined that if persons are vaccinated that they can meet in the conference room without masks. They are moving forward with admissions. They wanted to make sure that everything was as safe as possible for both the residents and staff.

Motion by Member Hunigan and seconded by Member Rohweder to approve the auction of surplus vehicles at the Nursing Home. Member Hunigan stated that there are 3 vehicles that do not work or the cost to repair is too high. They would like permission to sell those vehicles. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion by Member Hunigan and seconded by Member Nache to approve the renovations to Wings 3 and 4 at the Knox County Nursing Home. Member Hunigan stated that this is the best time to start a project as census is low and the impact will be minimal for the residents. The preparation work will take about 4 weeks. The total renovation time would be about 42 to 48 weeks with the Illinois Department of Public Health inspection. The information in the packet shows the timeline but not a cost. Nursing Home Administrator Mines stated that the plan will need to be discussed and then submitted to the IDPH for approval prior to going out for bids. The money amounts will get determined at that point. Chair Hawkinson asked if the motion should be modified to reflect the planning process and not the approval of the final project. Member Hunigan and Member Nache agreed to modify their motion and second. Administrator Mines said that she will meet with Klingner and get the process started. It will not take 2 years. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, and Varner—(13). Noes—Link—(1). Motion carried.

Motion by Member Hunigan and seconded by Member Amor to approve the refund of Medicaid overpayment from the Nursing Home. Member Hunigan explained that the Inspector General has determined that we over-billed Medicaid. The records have been reviewed and we do owe the money. The funds are available from contingency to cover the expense. We do have the option to pay in installments but with an interest rate. Member Davidson stated that the previous 2 administrators had the fine at \$300,000 but the current Administrator has negotiated the amount down to this. Member Hunigan stated that the study dates were from July 1, 2017 to December 17, 2018. Administrator Mines stated that the options were discussed with the Treasurer regarding the installments with interest. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion by Member Hunigan and seconded by Member Friedrich to approve the Nursing Home facility licensure for two years from IDPH. Member Hunigan stated that they are proposing to apply for a 2 year license for the facility which would run until September 23, 2023. The fee for this license would be \$3980. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Chair Hawkinson reported that the reports from the outside committee assignments will be included in the packet if provided. If anyone has a question in regards to an outside committee or their report, they should contact the Board Member that is serving on that committee and ask them directly.

Motion by Member Friedrich and seconded by Member Amor to open the budget for line item changes. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion by Member Rohweder and seconded by Member Friedrich to approve the budget changes as presented. Chair Hawkinson stated that there are changes for the Health Department, Nursing Home, and Sheriff's Department included in the packet. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried.

Motion was made by Member Nache and seconded by Member Friedrich to approve the claims against Knox County, Illinois, for the period of March 25, 2021 through April 28, 2021 (ordering that invoices be accepted and approved and that the County Clerk and County Treasurer be authorized and directed to issue County Warrants in payment of the bills. Treasurer Davis stated that the difference in the amount is due to the fact that the Juror checks were submitted late in the process. Member Davidson stated she will be voting against the bills until the Board has access to them through CIC. Chair Hawkinson stated that he has spoken with the vendor and the laptops should arrive next week. Once they are programed they should be available by Committee meeting week next month. Member Rohweder thanked Marlon Beal for his help in this process. Member Nache asked how long it would take once the laptops are issued to be able to review the bills. Chair Hawkinson stated that as long as there was not a backlog of work and they load clean it will not take long. The goal is to have them issued and training completed by Committee week next month. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Olinger, Friedrich, Hunigan, Rohweder, Varner, and Link—(12). Noes—Davidson and Nache--(2). Motion carried.

The next Regular Meeting will be held on Wednesday, May 26, 2021, 6:00 p.m., via Zoom teleconference and in person at the council chambers at Galesburg City Hall.

Motion was made by Member Friedrich and seconded by Member Sandoval to adjourn the meeting. Roll call vote is recorded as follows: Ayes—Bondi, Wilder, Hawkinson, Sandoval, Krejci, Amor, Davidson, Olinger, Friedrich, Nache, Hunigan, Rohweder, Varner, and Link—(14). Noes—(0). Motion carried and meeting adjourned at 8:05PM.

## **Resolution Opposing the City of Galesburg's Project to Expand Lake Storey**

**WHEREAS**, the City of Galesburg is considering an expansion of Lake Storey, which would include the flooding and annexation of approximately 1000-1600 acres of adjacent property in Henderson Township, Knox County, Illinois, and;

**WHEREAS**, the City of Galesburg, having already conducted a preliminary study is determining whether to proceed with a second phase of the study to further study the feasibility and necessary steps of such a project, and;

**WHEREAS**, the County Board of Knox has significant misgivings regarding the financial viability of the project and whether its benefit to the general public outweighs the economic harm to private citizens, and;

**WHEREAS**, the County Board of Knox is troubled that this project fails to give adequate protection to homeowners, farmers and landowners in the proposed area of annexation, and;

**WHEREAS**, the City of Galesburg has not communicated with affected property owners, the County Board of Knox and Henderson Township, but has sent representatives to the Galesburg Chamber of Commerce and the local realtors association, and;

**WHEREAS**, it appears that the City of Galesburg proposed annexation of over 1600 acres of property gives little consideration to Knox County's loss of tax base and disruption of travel for farmers and residents within the County, and;

**WHEREAS**, the County Board of Knox is concerned with the lack of transparency in the project, and;

**WHEREAS**, the County Board of Knox is compelled to advocate for and protect the property and procedural rights of its residents, homeowners and farmers.

**NOW, THEREFORE BE IT RESOLVED**, that the County Board of Knox County Illinois, opposes the City of Galesburg's proposed expansion of the Lake Storey and urges the Galesburg City Council to respect the property rights of Knox County farmers and landowners and to formally resolve not to continue working on the currently proposed expansion, and;

**BE IT FURTHER RESOLVED**, that the County Board of Knox County Illinois supports robust economic development in the region and seeks genuine and equal partnership with Galesburg City Council, other governmental entities and stakeholders within Knox County toward that aim.

Dated this \_\_\_\_\_ of \_\_\_\_\_, 2021

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Hon. Jared Hawkinson, Chair  
Knox County Board

Attest:

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Scott G. Erickson, Knox County Clerk

**THE COUNTY OF KNOX  
STATE OF ILLINOIS**

**OFFICE OF THE CHAIRMAN  
KNOX COUNTY BOARD**



**JARED M. HAWKINSON  
CHAIRMAN**

May 20, 2021

Re: American Rescue Plan (ARP) Task Force

Honorable Knox County Board Members,

On March 11, 2021, President Biden signed the American Rescue Plan Act into law creating a \$1.9 trillion package which is intended to combat the COVID-19 pandemic, public health and economic impacts. Of the created funding, approximately \$1.5 trillion is being directly funneled into local governments to be invested by the local government into actionable items. It is important to understand that the recipients can't invest the funding in anything they want as there are 151 pages of federal rules that apply. The current "Interim Final Rule" is being reviewed very carefully by multiple parties to ensure we utilize this funding lawfully and appropriately for the immediate and future needs of our county.

As community leaders we must ensure we act in a responsible manner by researching, planning and investing this funding properly, therefore, with the consensus of the Board, I am creating an Ad-Hoc American Rescue Plan (ARP) Task Force (Herein known as "Task Force"). This Task Force will utilize members of the County Board as well as tapping the tremendous amount of talent and knowledge that members of the general public have to offer. This Task Force will collaboratively provide ideas, feedback and recommendations to the Knox County Board. By utilizing everyone's talent, I know we can and will make a difference for immediate and future community needs.

Due to the complexity of this funding, the Task Force will be Co-Chaired by David Amor (Board Vice Chair) and I with membership of one (1) Board Member from each respective district and five (5) members of the public at large. An important reminder is that this task force is not to make binding decisions, but to provide recommendations, feedback and ideas for the Task Force Co-Chairs to relay back to the Knox County Board Committee on Finance for action and advancement to the full Knox County Board where additional public debate and implementation will occur. It is equally important to understand that the number of members on this Task Force will ensure that fruitful discussions are held, publicly debated at the Knox County Board level and implemented in a professional and timely fashion.

Selected members of the task force are:

- Co-Chairs David Amor (Board Vice Chairman) and Jared Hawkinson (Board Chairman)
- District 1 Darla Krejci
- District 2 Robert Bondi
- District 3 Pamela Davidson
- District 4 Todd Olinger
- District 5 Jeff Link
- Five General Members at Large (TBD)

The five (5) general members at large will be reviewed and selected by the Task Force after public announcement/advertisement for interested persons wanting to serve their communities in such capacity. This announcement/advertisement will be in form of a media release, other public postings as needed and word of mouth.

Interested members of the public are encouraged to submit a letter of interest to the Knox County Clerk/Recorder in person or by email by June 9, 2021 at 430pm.

A county wide email address will be activated and announced where members of the public can submit ideas to the Task Force so they too can be reviewed.

The first workshop of the Task Force will be announced after approval, board member and facility availability is reviewed.

Respectfully Submitted:

Jared M. Hawkinson  
Chairman of the Board

**Agenda for Knox County Board Committee Meeting**  
**Finance, Insurance, Treasurer, Judicial, Veterans & Clerk/Recorder**  
**May 20, 2021**

*In accordance with social distancing requirements, Governor Pritzker's Executive Orders 2020-43 and 2020-44, and section 7 (e) of the Illinois Open Meetings Act (see Public Act 1010-0640), this meeting will be held via teleconference after proper notice has been posted on the Knox County website.*

**Public Comment**

**Additions or Deletions to the Agenda**

**Business**

- 1) Approve April Minutes**
- 2) Discuss April financial reports**
- 3) Review 2020-2021 Personnel Expenses Report**
- 4) Approve County Land Use Resolution (County Clerk)**
- 5) Approve Audit for Full Board**
- 6) American Rescue Plan Act of 2021 Update**
- 7) Approve FMLA Guideline and Policy**
- 8) Approve Light Duty (Workman's Comp) Policy**
- 9) Old Business**
- 10) New Business**
- 11) Approve Budget Changes for FY 2020-2021**
- 12) Approve Committee Chair to Review and Sign Bills**
- 13) Executive – 5ILCS 120/2 (c) 1 and 2 Personnel**
- 14) Approve Personnel Changes**
- 15) Adjourn**

- Revenue and expenses should be at 33.33% for four months into the fiscal year. (Keep in mind some revenue and expenditures are done at the end of the fiscal year).
- Personnel should be at 30.77% (8 out of 26 payrolls paid)
- The Main Funds that were operating YTD in deficiency (expenses higher than revenue) are:

Month End	Fund	Rev	Exp	Liquidity
03/31/2021				
	General Fund	26.30%	29.72%	639,128.93
	Veterans	.90%	14.11%	534,387.94
	County Bridge	.41%	7.11%	845,449.85
	Federal Aid Matching	.67%	14.34%	873,664.63
	County Motor Fuel	40.34%	44.31%	1,317,758.17
	Landfill	20.79%	22.95%	3,826,909.86
	Animal Control	14.86%	17.45%	65,601.16
	Social Security	1.31%	20.67%	2,314,282.15
	IMRF	1.33%	14.37%	4,488,966.44
	Insurance Tort	1.31%	23.69%	496,033.05
	Health Department	19.74%	34.95%	912,048.90
	Public Safety	28.39%	36.72%	391,262.51
	NH Referendum	.68%	2.83%	893,222.87
	County Inmate	29.64%	40.82%	5,349.85
	GIS	33.81%	36.20%	180,164.45

**Comments:**

- 1) **Balances in several Funds appear in stronger financial position than may actually be due to loans and/or stimulus funds.**
- 2) **Stimulus funds are limited revenue and should be utilized for capital outlay rather than continual expenditures such as payroll or general operations. Guidelines depend on the type of funds.**

Treasurer Davis stated that although the balances in several funds appear to be in a strong financial position at this point, some include loans and stimulus funds. The Mary Davis Home, Building Fund and Nursing Home Referendum Fund's liquidity are higher than normal due to loans that are included in their combined balance sheet totals. The General Fund and the Nursing Home received stimulus funds that are one time revenues and should not be utilized for long term expenditures such as payroll or general operations. They could be used for hazard pay or temporary bonus, for example. Recommendation for stimulus funds would be to utilize for capital outlay or budget future capital outlay line items. Circuit Clerk Fees are \$32,592.44 less than receipted through March of 2020.

The Committee reviewed the 2020-2021 Personnel Expense Report. Treasurer Davis stated that

for four months into the fiscal year the payroll expense line items that are paid biweekly should reflect 30.77% and expense line items that are paid monthly should reflect 33.33%. Any line items exceeding those percentages are highlighted. Some line items, like Co Share Workman's Compensation, are paid roughly ½ in December and the other half in July. Those are highlighted, but marked ok. Some line items that include recently approved collective bargaining contracts will need to have budget changes as well as the permanent Recorder line item to cover the compensation for the Recorder that was not budgeted for this fiscal year. The Sheriff's office, the Nursing Home and the Health Department's personnel line items are trending high. Member Amor questioned the IT line item being high with only one employee. Treasurer Davis responded that benefits were paid out for the employee that quit, plus a stipend and wage increase for the current Technology Director is causing the line item to be higher than the 30.77%. County Board Chairman Hawkinson questioned the benefit payout line item in the Landfill Fund. Treasurer Davis responded that that line item will not be used for the remainder of the fiscal year. It was for benefit payout in December, 2020.

**Member Bondi moved and Member Davidson seconded to Approve Deed of Conveyance.** The motion passed unanimously by roll call vote with Members Amor, Bondi, Davidson, Friedrich, Hunigan, and Varner voting yes.

**Member Bondi moved and Member Amor seconded to Approve Bid for Health/Life/Dental/Vision Insurance for 2021-2022.** Chad Morse from Porter Hay Insurance informed the Committee that he had teamed up with Steve Preader from Sagacity Benefits to bid stop loss renewal, ancillary benefits and reducing deductibles for the health insurance plan. Mr. Preader presented and discussed an insurance review with the Committee. A market quote delivered a 7.89% stop loss renewal from the original 14.36% renewal. The health plan renewal is with UMR. Mr. Preader and Mr. Morse requested and received a price hold from UMR for 2021/2022 for administration and access fees. Changing the deductible from the current \$2,000/\$3,000 for single to \$1,500/\$3,000 and \$4,000/\$6,000 for family to \$3,000/\$6,000 would cost the county roughly \$30,900. If the reduced deductible is offset by removing the HSA contribution, then premiums could remain the same. Treasurer Davis stated that the County contributed \$198,250 in 2017, \$186,350 in 2018 and \$143,500 in 2019 in HSA funds.

The ancillary products would change to MetLife. All benefits would remain the same. Dental has higher benefit max of \$1,500 and saves the employees in premium costs. Vision and Life premiums remain the same. MetLife provides a free online enrollment platform with their products. Member Amor summarized motion to approve stop loss renewal; change deductible to \$1,500/\$3,000 for single and \$3,000/\$6,000 for family; eliminate HSA; health premiums remain the same and switch ancillary products (vision, dental and life) to MetLife. The motion passed unanimously by roll call vote with Members Amor, Bondi, Davidson, Friedrich, Hunigan, and Varner voting yes.

The Committee discussed updates of the American Rescue Plan Act of 2021. The County has not received any updated information as to the actual amount of funds they will receive, the usage of such funds or any reporting requirements.

The Committee delayed revisiting any COVID-19 FMLA policy until next month.

**Member Amor moved and Member Hunigan seconded to Approve Letter and Resolution Opposing Governor's Proposed Reduction in Local Government Distribution Funding to Counties.** Member Amor informed the Committee that the Illinois State Association of Counties recommended sending the sample resolution and letter to the Governor opposing any cuts to the amount of state tax collection that is redistributed to counties. Governor Pritzker is proposing cutting that amount by 10%. The amount was already reduced for 2021, which cut about \$140,000 from the County's budget. Currently the state budget is 6.06% for individual income tax collections and 6.845% for corporate income tax collections. Both are significantly below the 10% share received by counties and municipalities prior to January 2011. The motion passed with Members Amor, Bondi, Friedrich, Hunigan and Varner voting yes. Member Davidson abstained.

The Committee discussed property tax payment options and due dates. Treasurer Davis informed the Committee that once her office receives the tax roll from the County Clerk it takes approximately two weeks to balance and mail out the tax bills. The tax bills have to be postmarked at least 30 days prior to the first due date. Since the County Clerk has not received the multiplier from the State of Illinois, the concern is due dates may be delayed again this year. County Clerk Erickson informed the Committee that his office needs 10 days after they get the multiplier before they can roll to the County Treasurer. The Assessor's office rolled to his office in late March. The abstract was sent to the State of Illinois by the County Clerk on March 24, 2021. After the State receives the abstract, it normally takes 3-6 weeks for the County to receive the multiplier. Treasurer Davis suggested having the due dates as July 7 and September 7 as long as the information is received from the County Clerk by May 14. The Committee agreed with the recommended due dates.

The Committee discussed liquor license fees. County Clerk Erickson recommended fully restarting the liquor license fee structure. The Committee agreed.

**Member Bondi moved and Member Hunigan seconded to Approve an Ordinance Prohibiting The Use of Groundwater As A Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By Any Other Method.** County Clerk Erickson informed the Committee that he had received the recommended ordinance from Sara Chamberlain that was sent to County Board Member Link. County Board Chairman Hawkinson informed the Committee that Ms. Chamberlain had also contacted him. The Committee discussed and withdrew the motion and second. Before any action could be discussed and possibly taken, the Committee needs a legal opinion.

Under old business, Treasurer Davis inquired if the County was going to draw down the additional \$700,000 for the Nursing Home loan prior to the 25<sup>th</sup> of this month. The bank had requested that the additional funds be drawn down before the 25<sup>th</sup> when the first payment that includes principal is due. (There is a 10 day grace period). Otherwise, a new loan would need to be signed. After speaking with Nursing Home Administrator Mines, plans are to start on Wing 3 and Wing 4 improvements are to begin soon. The Committee agreed to draw down the

remaining \$700,000 for the loan.

Member Davidson inquired about when the County Board members would be getting the new laptops. Member Amor inquired if they would have the specifications recommended by CIC and approved by the Board. County Board Chairman Hawkinson stated they should be available in two weeks and would have the proper specifications. Committee Chairman Friedrich stated that he thought that Office Specialists had them in stock. County Board Chairman Hawkinson stated that that was what he was told originally.

**Member Amor moved and Member Bondi seconded to Approve Budget Changes for FY 2020-2021.** Committee Chairman Friedrich informed the Committee there were changes for the Nursing Home, Health Department and the Sheriff's Department. The Nursing Home is increasing contractual services not classified by \$50,000 for agency staffing from Cares Act funds. They are also increasing legal and accounting by \$62,000 from contingencies. The Health Department is increasing several expenditures in correlation to increased LIHEAP grant funds of \$200,000 and increased Federal Pandemic Grant funds of \$100,000. The Sheriff's Department is increasing building maintenance/material for Courthouse by \$20,000 from communications. They are also increasing professional services by \$10,000 from training. The motion passed unanimously by roll call vote with Members Amor, Bondi, Davidson, Friedrich, Hunigan, and Varner voting yes.

Member Varner left the meeting.

**Member Bondi moved and Member Amor seconded to Approve Committee Chair to Review and Sign Bills.** The motion passed with Members Amor, Bondi and Friedrich voting yes. Member Davidson and Member Hunigan abstained.

**Member Bondi moved and Member Davidson seconded to enter into executive session for Litigation (5 ILCS 120-2 (c) 11, Risk Management (5 ILCS 120-2 (c) 12 and Personnel (5 ILCS 120-2 (c) 1 & 2.** The motion passed unanimously by roll call vote with Members Amor, Bondi, Davidson, Friedrich and Hunigan voting yes. The Committee entered into executive session at 8:05 P.M.

The Committee returned to open session at 8:30 P.M.

**Member Bondi moved and Member Amor seconded to adjourn the meeting.** The motion passed unanimously by roll call vote with Members Amor, Bondi, Davidson, Friedrich and Hunigan voting yes.

The meeting adjourned at 8:30 P.M.

Respectfully submitted,

Robin E. Davis  
Knox County Treasurer

### April Month End 2021

- 1.) County Fund liquid fund balance was positive at month end in the amount of \$370,286.00
- 2.) Mary Davis Home liquid fund balance was positive at month end in the amount of \$1,182,858.99 (Keep in mind that a \$355,000 loan was deposited last year)
- 3.) Nursing Home liquid fund balance was positive at month end in the amount of \$102,079.56 (\$575,753.23 of stimulus funds received in May 2020 was transferred from Health Department to Nursing Home in Feb). Referendum liquid fund balance at month end is \$1,580,789.08. (Keep in mind that \$1,400,000 of revenue is from loan proceeds).
- 4.) Building Fund liquid fund balance is \$1,043,573.13 (Keep in mind that \$300,000 is from loan proceeds.)
- 5.) Revenue and expenses should be at 41.67% for five months into the fiscal year. (Keep in mind some revenue and expenditures are done at the end of the fiscal year).
- 6.) Personnel should be at 42.31% (11 out of 26 payrolls paid)
- 7.) The Main Funds that were operating YTD in deficiency (expenses higher than revenue) are:

Month End	Fund	Rev	Exp	Liquidity
04/30/2021	General Fund	33.63%	39.16%	370,286.00
	Veterans	.92%	17.33%	534,387.94
	Nursing Home	29.52%	34.48%	102,079.56
	Federal Aid Matching	.68%	13.64%	836,733.63
	Social Security	1.32%	27.96%	2,239,714.90
	IMRF	1.34%	20.89%	4,454,733.35
	Insurance Tort	3.68%	25.14%	506,605.38
	Township Bridge	.01%	33.42%	20,113.54
	Health Department	24.73%	41.56%	748,687.92
	Public Safety	35.41%	42.65%	420,583.99
	County Inmate	29.64%	55.99%	(19,684.38)
	GIS	41.33%	50.90%	168,034.22

#### Comments:

- 1) Balances in several Funds appear in stronger financial position than they may actually be due to loans and/or stimulus funds.
- 2) Stimulus funds are limited revenue and should be utilized for capital outlay rather than continual expenditures such as payroll or general operations. Guidelines depend on the type of funds.
- 3) Budget changes will be submitted next month for approval for all personnel line items pursuant to the County Board Resolution on wage increases approved April 2021.
- 4) Budget changes will also be submitted next month for approval for all personnel line items pursuant to any Collective Bargaining Agreements approved after December 1, 2021.

**CIRCUIT CLERK  
FINES FEES COMPARISON**

<b>FISCAL YR 2019-2020</b>		
<b>MONTH RECEIVED</b>	<b>MONTH COLLECTED</b>	<b>AMOUNT</b>
Dec-19	Nov-19	\$86,551.09
Jan-20	Dec-19	\$96,873.05
Feb-20	Jan-20	\$111,916.64
Mar-20	Feb-20	\$134,793.74
Apr-20	Mar-20	\$104,802.97
May-20	Apr-20	\$59,793.87
Jun-20	May-20	\$40,168.67
Jul-20	Jun-20	\$82,108.67
Aug-20	Jul-20	\$109,220.26
Sep-20	Aug-20	\$114,398.80
Oct-20	Sep-20	\$95,126.82
Nov-20	Oct-20	\$120,150.10
<b>TOTAL 2019-2020</b>		<b>\$1,155,904.68</b>
<b>FISCAL YR 2020-2021</b>		
<b>MONTH RECEIVED</b>	<b>MONTH COLLECTED</b>	
Dec-20	Nov-20	\$ 103,002.92
Jan-21	Dec-20	\$86,404.86
Feb-21	Jan-21	\$ 105,384.11
Mar-21	Feb-21	\$ 102,750.19
Apr-21	Mar-21	\$ 143,724.38
May-21	Apr-21	
Jun-21	May-21	
Jul-21	Jun-21	
Aug-21	Jul-21	
Sep-21	Aug-21	
Oct-21	Sep-21	
Nov-21	Oct-21	
<b>TOTAL YR 2020-2021</b>		<b>\$ 541,266.46</b>
<b>YEAR TO DATE DIFFERENCE</b>		<b>\$ 6,328.97</b>

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
Purpose: 100 - Salaries Fund: 001 - COUNTY FUNDS Account Type: Revenue						
001-010-490300-01	SAL REIMB-SUP OF ASSESSM	\$28,500.00	\$0.00	0.00%	\$0.00	\$28,500.00
001-010-490305-01	SAL REIMB-MAPPER	\$16,854.00	\$0.00	0.00%	\$0.00	\$16,854.00
001-070-490301-20	SALARIES REIMB - ST. ATTOR	\$157,129.18	\$65,470.50	41.67%	\$0.00	\$91,658.68
001-070-490305-20	SALARIES REIMB. (ASSISTANT	\$4,000.00	\$0.00	0.00%	\$0.00	\$4,000.00
001-075-490302-20	SALARIES REIMB - PUBLIC DE	\$108,149.74	\$44,735.55	41.36%	\$0.00	\$63,414.19
001-079-420052-20	DRUG PROSECUTION FEES	\$5.00	\$0.00	0.00%	\$0.00	\$5.00
001-099-490500-41	REIM - EMER. MGMT	\$32,779.00	\$25,979.32	79.26%	\$0.00	\$6,799.68
001-106-440325-20	ST GRANT & REIM - VIP	\$28,200.00	\$7,050.00	25.00%	\$0.00	\$21,150.00
001-114-460906-40	TOWN CONTRACT	\$23,663.00	\$7,700.00	32.54%	\$0.00	\$15,963.00
001-127-440309-40	TOBACCO GRANT	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
001-146-420205-40	CO FEES-CRT SERVICE	\$4,000.00	\$1,739.00	43.48%	\$0.00	\$2,261.00
001-147-440204-40	OCDETF GRANT REV	\$2,000.00	\$0.00	0.00%	\$0.00	\$2,000.00
001-250-490350-20	TITLE IV-D-PUBLIC AID	\$125,439.00	\$58,698.69	46.79%	\$0.00	\$66,740.31
Total For Account Type: Revenue		\$530,718.92	\$211,373.06	39.83%	\$0.00	\$319,345.86
Account Type: Expenditure						
001-000-510360-20	CONTRCT BENEFIT PYOUT	\$100,000.00	\$70,572.02	70.57%	\$0.00	\$29,427.98
001-000-530170-20	EMPLOYER HOSP & LIFE	\$815,000.00	\$324,628.26	39.83%	\$0.00	\$490,371.74
001-010-510175-01	SUP OF ASSESSMENTS	\$57,000.00	\$22,000.00	38.60%	\$0.00	\$35,000.00
001-010-510190-01	STIPEND	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
001-010-510200-01	PERMANENT - ASSESSMNT	\$93,021.00	\$37,711.80	40.54%	\$0.00	\$55,309.20
001-010-510550-01	MILEAGE - ASSESSMENT	\$1,450.00	\$0.00	0.00%	\$0.00	\$1,450.00
001-010-580600-01	TRAVEL EXP-ASSESSMENT	\$6,000.00	\$449.80	7.50%	\$0.00	\$5,550.20
001-020-510100-20	CIRCUIT CLERK	\$83,152.00	\$35,179.75	42.31%	\$0.00	\$47,972.25
001-020-510200-20	PERMANENT - CIR CLK	\$612,703.00	\$254,811.53	41.59%	\$0.00	\$357,891.47
001-020-510400-20	OVERTIME WAGES	\$3,000.00	\$2,898.49	96.62%	\$0.00	\$101.51
001-028-510200-42	JURY CLERK	\$1.00	\$0.00	0.00%	\$0.00	\$1.00

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 001 - COUNTY FUNDS</b>						
<b>Account Type: Expenditure</b>						
001-028-510300-42	PARTTIME - COMM SALARY JU	\$2,455.00	\$810.00	32.99%	\$0.00	\$1,645.00
001-040-510100-20	COUNTY CLERK	\$83,152.00	\$35,179.75	42.31%	\$0.00	\$47,972.25
001-040-510200-20	PERMANENT - CO CLERK	\$113,395.00	\$36,588.49	32.27%	\$0.00	\$76,806.51
001-040-510300-20	PARTTIME - CO CLK	\$5,000.00	\$0.00	0.00%	\$0.00	\$5,000.00
001-040-510400-20	OVERTIME WAGES	\$4,000.00	\$1,334.78	33.37%	\$0.00	\$2,665.22
001-040-580560-20	TRAINING/TRAVEL-CO CLK	\$5,000.00	\$0.00	0.00%	\$0.00	\$5,000.00
001-045-510150-20	ELECTION JUDGES	\$35,000.00	\$18,510.92	52.89%	\$0.00	\$16,489.08
001-045-510200-20	PERMANENT - ELECTIONS	\$37,492.00	\$16,013.55	42.71%	\$0.00	\$21,478.45
001-045-510400-20	OVERTIME WAGES	\$4,000.00	\$1,393.18	34.83%	\$0.00	\$2,606.82
001-055-510100-20	COUNTY CORONER	\$40,054.00	\$16,946.05	42.31%	\$0.00	\$23,107.95
001-055-510300-20	PARTTIME - CO CORONER	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-055-510500-20	MONTHLY - CO CORONER	\$12,242.00	\$2,415.32	19.73%	\$0.00	\$9,826.68
001-055-580560-20	TRAINING - CO CORONER	\$1,000.00	\$350.00	35.00%	\$0.00	\$650.00
001-055-670000-20	VEHICLE MAINT-CORONER	\$600.00	\$47.17	7.86%	\$0.00	\$552.83
001-055-685230-20	VEHICLE REPLACEMENT EXP	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
001-057-510200-42	PERMANENT - COMMISSION S	\$75,120.00	\$31,781.31	42.31%	\$0.00	\$43,338.69
001-057-510300-42	PARTTIME - ELECTION COMMI	\$7,440.00	\$3,148.05	42.31%	\$0.00	\$4,291.95
001-060-510200-42	PERMANENT-ADMIN JUDGE	\$35,763.00	\$15,130.50	42.31%	\$0.00	\$20,632.50
001-070-510100-20	KNOX CO STATES ATTY	\$178,960.18	\$75,713.88	42.31%	\$0.00	\$103,246.30
001-070-510200-20	PERMANENT - ST ATTY	\$405,307.00	\$156,430.08	38.60%	\$0.00	\$248,876.92
001-070-510300-20	PARTTIME - ST ATTY	\$17,500.00	\$9,951.00	56.86%	\$0.00	\$7,549.00
001-075-510175-42	PUBLIC DEFENDER SALARY	\$161,064.16	\$68,142.61	42.31%	\$0.00	\$92,921.55
001-075-510200-42	PERMANENT - PD	\$223,013.00	\$96,027.30	43.06%	\$0.00	\$126,985.70
001-075-510470-42	TEMPORARY SECRETARIAL	\$500.00	\$0.00	0.00%	\$0.00	\$500.00
001-079-510175-20	DRUG PROSECUTOR	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-079-530100-20	FICA CO SHARE DURG PROSE	\$1.00	\$0.00	0.00%	\$0.00	\$1.00

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 001 - COUNTY FUNDS</b>						
<b>Account Type: Expenditure</b>						
001-079-530150-20	IMRF CO SHARE DRUG PROS	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-079-530160-20	UNEMPLOYMENT CO. SHARE	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-079-530170-20	H&L CO SHARE DRUG PROSE	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-080-510100-20	COUNTY RECORDER	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
001-080-510200-20	PERMANENT - CO RECRDR	\$32,298.00	\$49,393.19	152.93%	\$0.00	(\$17,095.19)
001-080-510400-20	OVERTIME WAGES	\$500.00	\$0.00	0.00%	\$0.00	\$500.00
001-099-510200-41	PERMANENT-EMERGENCY MG	\$32,779.00	\$0.00	0.00%	\$0.00	\$32,779.00
001-100-510100-40	COUNTY SHERIFF	\$97,410.00	\$41,212.05	42.31%	\$0.00	\$56,197.95
001-100-510400-40	OVERTIME PAY-SHRIFF	\$225,000.00	\$95,319.55	42.36%	\$0.00	\$129,680.45
001-100-630000-40	UNIFORMS-CO SHERIFF	\$50,000.00	\$40,651.02	81.30%	\$0.00	\$9,348.98
001-101-510200-40	PERMANENT - JAIL	\$1,577,265.00	\$644,374.27	40.85%	\$0.00	\$932,890.73
001-101-510300-40	PARTTIME - JAIL	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-102-510200-40	PERMANENT - PATROL	\$1,307,676.00	\$578,764.93	44.26%	\$0.00	\$728,911.07
001-102-510300-40	PARTTIME - PATROL	\$23,140.00	\$1,424.00	6.15%	\$0.00	\$21,716.00
001-103-510200-40	PERMANENT - BAILIFFS	\$261,338.00	\$122,227.94	46.77%	\$0.00	\$139,110.06
001-106-510200-20	PERMANENT - VIP	\$28,200.00	\$12,011.97	42.60%	\$0.00	\$16,188.03
001-106-530100-20	FICA CO SHARE-VIP	\$2,157.30	\$825.04	38.24%	\$0.00	\$1,332.26
001-106-530150-20	IMRF CO SHARE-VIP	\$2,175.00	\$840.66	38.65%	\$0.00	\$1,334.34
001-106-530160-20	UNEMPL CO SHARE-VIP	\$251.00	\$125.22	49.89%	\$0.00	\$125.78
001-106-530170-20	HEALTH/LIFE INS CO SHARE-V	\$8,000.00	\$3,137.08	39.21%	\$0.00	\$4,862.92
001-107-510200-40	PERMANENT - JANITORIAL	\$105,020.00	\$44,456.63	42.33%	\$0.00	\$60,563.37
001-107-510300-40	PARTTIME - JANITORIAL	\$17,244.00	\$3,141.91	18.22%	\$0.00	\$14,102.09
001-109-510500-40	MONTHLY PER DIEM - MERIT	\$2,300.00	\$385.00	16.74%	\$0.00	\$1,915.00
001-109-510550-40	MILEAGE - MERIT COMMISSIO	\$800.00	\$113.12	14.14%	\$0.00	\$686.88
001-110-870010-15	CO SHARE - ROE EXP	\$67,500.00	\$61,400.07	90.96%	\$0.00	\$6,099.93
001-113-510200-40	PERMANENT - ADM. ASST.	\$38,668.00	\$16,582.28	42.88%	\$0.00	\$22,085.72

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 001 - COUNTY FUNDS</b>						
<b>Account Type: Expenditure</b>						
001-114-510300-40	PARTTIME - TOWN CONTRACT	\$18,000.00	\$5,688.00	31.60%	\$0.00	\$12,312.00
001-114-530100-40	FICA CO SHARE-TOWN CONT	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-114-530150-40	IMRF CO SHARE-TOWN CONT	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-119-510300-40	TRANS FED PRISONERS	\$12,000.00	\$1,139.43	9.50%	\$0.00	\$10,860.57
001-120-510100-20	COUNTY TREASURER	\$83,152.00	\$35,179.75	42.31%	\$0.00	\$47,972.25
001-120-510200-20	PERMANENT - CO TREAS	\$171,201.00	\$74,552.15	43.55%	\$0.00	\$96,648.85
001-120-510300-20	PARTTIME - CO TREAS	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
001-120-510400-20	OVERTIME WAGES	\$7,500.00	\$1,884.62	25.13%	\$0.00	\$5,615.38
001-127-510400-40	OT TOBACCO INSPECTIONS	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
001-130-510200-65	PERMANENT - ZONING	\$29,903.00	\$12,359.14	41.33%	\$0.00	\$17,543.86
001-130-510300-65	PT ZONING ADM	\$25,000.00	\$0.00	0.00%	\$0.00	\$25,000.00
001-132-510500-65	PER DIEM-ZONING BD OF APP	\$3,000.00	\$0.00	0.00%	\$0.00	\$3,000.00
001-132-510550-65	MILEAGE-BRD OF APPEALS	\$2,000.00	\$11.76	0.59%	\$0.00	\$1,988.24
001-134-510500-01	PER DIEM-BD OF REVIEW	\$5,100.00	\$1,700.00	33.33%	\$0.00	\$3,400.00
001-134-510550-01	MILEAGE-BD OF REVIEW	\$200.00	\$0.00	0.00%	\$0.00	\$200.00
001-146-510200-40	PERMANENT-COURT SERVICE	\$4,000.00	\$0.00	0.00%	\$0.00	\$4,000.00
001-147-510400-40	OCDETF GRANT OT	\$2,000.00	\$0.00	0.00%	\$0.00	\$2,000.00
001-190-510100-20	CO. BD CHAIRMAN SAL	\$6,000.00	\$2,000.00	33.33%	\$0.00	\$4,000.00
001-190-510500-20	PER DIEM - CO BOARD	\$8,500.00	\$2,533.05	29.80%	\$0.00	\$5,966.95
001-190-510550-20	MILEAGE - CO BOARD	\$3,000.00	\$15.79	0.53%	\$0.00	\$2,984.21
001-194-510200-20	PERMANENT - IT	\$74,985.00	\$36,528.23	48.71%	\$0.00	\$38,456.77
001-250-510175-20	ADMIN-PUBLIC AID ATTY	\$72,033.00	\$29,906.40	41.52%	\$0.00	\$42,126.60
001-250-510200-20	PERMANENT-PUBLIC AID	\$29,729.00	\$17,667.68	59.43%	\$0.00	\$12,061.32
001-250-530100-20	FICA CO SHARE-PUBLIC AID	\$7,785.00	\$3,487.48	44.80%	\$0.00	\$4,297.52
001-250-530150-20	IMRF CO SHARE-PUBLIC AID	\$7,846.00	\$3,560.93	45.39%	\$0.00	\$4,285.07
001-250-530160-20	UNEMPL CO SHARE-PUBLIC AI	\$750.00	\$354.13	47.22%	\$0.00	\$395.87

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 001 - COUNTY FUNDS</b>						
<b>Account Type: Expenditure</b>						
<b>Total For Account Type: Expenditure</b>		<b>\$7,672,799.64</b>	<b>\$3,279,120.06</b>	<b>42.74%</b>	<b>\$0.00</b>	<b>\$4,393,679.58</b>
<b>Revenue Total for Fund: COUNTY FUNDS</b>		<b>\$530,718.92</b>	<b>\$211,373.06</b>	<b>39.83%</b>	<b>\$0.00</b>	<b>\$319,345.86</b>
<b>Expenditure Total for Fund: COUNTY FUNDS</b>		<b>\$7,672,799.64</b>	<b>\$3,279,120.06</b>	<b>42.74%</b>	<b>\$0.00</b>	<b>\$4,393,679.58</b>
<b>Fund: 002 - MARY DAVIS HOME</b>						
<b>Account Type: Revenue</b>						
002-415-490300-50	SALARY REIM - GRANTS IN AI	\$1,102,328.00	\$695,862.55	63.13%	\$0.00	\$406,465.45
<b>Total For Account Type: Revenue</b>		<b>\$1,102,328.00</b>	<b>\$695,862.55</b>	<b>63.13%</b>	<b>\$0.00</b>	<b>\$406,465.45</b>
<b>Account Type: Expenditure</b>						
002-000-510200-50	PERMANENT - MDH	\$1,391,903.00	\$567,029.82	40.74%	\$0.00	\$824,873.18
002-000-510300-50	PARTTIME - MDH	\$20,655.00	\$8,738.40	42.31%	\$0.00	\$11,916.60
002-000-510500-50	MONTHLY (PER DIEM & MILEA	\$3,000.00	\$1,136.25	37.88%	\$0.00	\$1,863.75
002-000-510550-50	MILEAGE	\$500.00	\$15.81	3.16%	\$0.00	\$484.19
002-000-530160-50	UNEMPLOYMENT CO SHARE	\$8,240.00	\$5,672.37	68.84%	\$0.00	\$2,567.63
002-000-530165-50	WORKMANS COMP CO. SHAR	\$65,282.00	\$30,910.08	47.35%	\$0.00	\$34,371.92
002-000-530170-50	HEALTH/LIFE INS. CO. CHARE	\$240,000.00	\$88,188.18	36.75%	\$0.00	\$151,811.82
002-400-510175-50	ADMINISTRATOR	\$65,355.00	\$27,649.93	42.31%	\$0.00	\$37,705.07
<b>Total For Account Type: Expenditure</b>		<b>\$1,794,935.00</b>	<b>\$729,340.84</b>	<b>40.63%</b>	<b>\$0.00</b>	<b>\$1,065,594.16</b>
<b>Revenue Total for Fund: MARY DAVIS HOME</b>		<b>\$1,102,328.00</b>	<b>\$695,862.55</b>	<b>63.13%</b>	<b>\$0.00</b>	<b>\$406,465.45</b>
<b>Expenditure Total for Fund: MARY DAVIS HO</b>		<b>\$1,794,935.00</b>	<b>\$729,340.84</b>	<b>40.63%</b>	<b>\$0.00</b>	<b>\$1,065,594.16</b>
<b>Fund: 003 - VETERANS</b>						
<b>Account Type: Expenditure</b>						
003-000-510200-60	PERMANENT - VETERANS	\$37,492.00	\$15,862.00	42.31%	\$0.00	\$21,630.00
003-000-510300-60	PARTTIME - VETERANS	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
003-000-530160-60	UNEMPLOYMENT CO. SHARE	\$500.00	\$213.29	42.66%	\$0.00	\$286.71
003-000-530165-60	WORKMANS COMP CO. SHAR	\$283.00	\$133.67	47.23%	\$0.00	\$149.33

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 003 - VETERANS</b>						
<b>Account Type: Expenditure</b>						
003-000-530170-60	HEALTH/LIFE INS. CO. CHARE	\$27,000.00	\$3,344.20	12.39%	\$0.00	\$23,655.80
003-600-510175-60	ADMINISTRATOR	\$9,237.00	\$3,908.10	42.31%	\$0.00	\$5,328.90
<b>Total For Account Type: Expenditure</b>		<b>\$74,513.00</b>	<b>\$23,461.26</b>	<b>31.49%</b>	<b>\$0.00</b>	<b>\$51,051.74</b>
<b>Revenue Total for Fund: VETERANS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: VETERANS</b>		<b>\$74,513.00</b>	<b>\$23,461.26</b>	<b>31.49%</b>	<b>\$0.00</b>	<b>\$51,051.74</b>
<b>Fund: 004 - NURSING HOME</b>						
<b>Account Type: Revenue</b>						
004-205-460905-55	BEAUTY SHOP REVENUE	\$5,000.00	\$0.00	0.00%	\$0.00	\$5,000.00
<b>Total For Account Type: Revenue</b>		<b>\$5,000.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$5,000.00</b>
<b>Account Type: Expenditure</b>						
004-000-510400-55	OVERTIME WAGES	\$300,000.00	\$152,707.37	50.90%	\$0.00	\$147,292.63
004-000-510410-55	MANDATED OT	\$65,000.00	\$13,680.77	21.05%	\$0.00	\$51,319.23
004-000-510500-55	MONTHLY (PER DIEM & MILEA	\$2,000.00	\$646.25	32.31%	\$0.00	\$1,353.75
004-000-510550-55	MILEAGE	\$500.00	\$15.81	3.16%	\$0.00	\$484.19
004-000-530100-55	FICA CONTRIBUTION CO. SHA	\$330,000.00	\$116,246.29	35.23%	\$0.00	\$213,753.71
004-000-530150-55	IMRF-PENSION CO. SHARE	\$300,000.00	\$106,138.58	35.38%	\$0.00	\$193,861.42
004-000-530160-55	UNEMPLOYMENT CO. SHARE	\$20,000.00	\$13,002.22	65.01%	\$0.00	\$6,997.78
004-000-530165-55	WORKMANS COMP CO. SHAR	\$108,205.00	\$51,233.34	47.35%	\$0.00	\$56,971.66
004-000-530170-55	HEALTH/LIFE INS. CO. CHARE	\$600,000.00	\$187,092.96	31.18%	\$0.00	\$412,907.04
004-000-530175-55	PRE-EMPLOYMENT TESTING	\$35,000.00	\$3,477.00	9.93%	\$0.00	\$31,523.00
004-000-630000-55	CLOTHING/UNIFORMS	\$15,000.00	\$5,877.72	39.18%	\$0.00	\$9,122.28
004-200-510175-55	ADMINISTRATOR	\$92,500.00	\$37,949.12	41.03%	\$0.00	\$54,550.88
004-200-510190-55	BONUS	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
004-205-510300-55	PARTTIME - BEAUTY SHOP	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
004-208-510200-55	PERMANENT-ADMINISTRATIV	\$127,046.00	\$54,246.30	42.70%	\$0.00	\$72,799.70

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 004 - NURSING HOME</b>						
<b>Account Type: Expenditure</b>						
004-208-510300-55	PARTTIME-ADMINISTRATIVE	\$25,577.00	\$16,213.86	63.39%	\$0.00	\$9,363.14
004-210-510200-55	PERMANENT-NURSES AIDES	\$1,234,008.00	\$429,171.50	34.78%	\$0.00	\$804,836.50
004-210-510300-55	PARTTIME - NURSES AIDES	\$212,435.00	\$53,380.76	25.13%	\$0.00	\$159,054.24
004-215-510200-55	PERMANENT-ACTIVITIES	\$66,878.00	\$30,263.36	45.25%	\$0.00	\$36,614.64
004-215-510300-55	PARTTIME - ACTIVITIES	\$35,263.00	\$15,347.04	43.52%	\$0.00	\$19,915.96
004-220-510200-55	PERMANENT - DIETARY	\$248,800.00	\$116,071.16	46.65%	\$0.00	\$132,728.84
004-220-510300-55	PARTTIME - DIETARY	\$128,022.00	\$24,498.78	19.14%	\$0.00	\$103,523.22
004-225-510200-55	PERMANENT-HSEKEEPING	\$164,291.00	\$82,832.61	50.42%	\$0.00	\$81,458.39
004-225-510300-55	PARTTIME-HSEKEEPING	\$23,118.00	\$1,351.28	5.85%	\$0.00	\$21,766.72
004-230-510200-55	PERMANENT - LAUNDRY	\$56,826.00	\$22,732.26	40.00%	\$0.00	\$34,093.74
004-230-510300-55	PARTTIME - LAUNDRY	\$27,147.00	\$7,610.85	28.04%	\$0.00	\$19,536.15
004-235-510200-55	PERMANENT-MAINTENANCE	\$115,000.00	\$53,781.11	46.77%	\$0.00	\$61,218.89
004-235-510300-55	PARTTIME-MAINTENANCE	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
004-240-510200-55	PERMANENT-PROF CARE	\$996,279.00	\$353,645.23	35.50%	\$0.00	\$642,633.77
004-240-510300-55	PARTTIME-PROF CARE	\$288,970.00	\$57,925.86	20.05%	\$0.00	\$231,044.14
004-245-510200-55	PERMANENT-SOC SERVICE	\$107,031.00	\$31,460.29	29.39%	\$0.00	\$75,570.71
004-245-510300-55	PARTTIME - SOCIAL SERVICE	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
004-256-510200-55	PERMANENT-MED TRANSPOR	\$2,000.00	\$0.00	0.00%	\$0.00	\$2,000.00
<b>Total For Account Type: Expenditure</b>		<b>\$5,726,899.00</b>	<b>\$2,038,599.68</b>	<b>35.60%</b>	<b>\$0.00</b>	<b>\$3,688,299.32</b>
<b>Revenue Total for Fund: NURSING HOME</b>		<b>\$5,000.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$5,000.00</b>
<b>Expenditure Total for Fund: NURSING HOME</b>		<b>\$5,726,899.00</b>	<b>\$2,038,599.68</b>	<b>35.60%</b>	<b>\$0.00</b>	<b>\$3,688,299.32</b>
<b>Fund: 006 - COUNTY HIGHWAY</b>						
<b>Account Type: Expenditure</b>						
006-000-510200-30	PERMANENT - HIGHWAY	\$761,226.00	\$324,193.33	42.59%	\$0.00	\$437,032.67
006-000-510300-30	PARTTIME - HIGHWAY	\$19,500.00	\$0.00	0.00%	\$0.00	\$19,500.00

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 006 - COUNTY HIGHWAY</b>						
<b>Account Type: Expenditure</b>						
006-000-510400-30	OVERTIME WAGES	\$38,000.00	\$23,149.65	60.92%	\$0.00	\$14,850.35
006-000-510500-30	MONTHLY (PER DIEM & MILEA	\$3,500.00	\$1,098.33	31.38%	\$0.00	\$2,401.67
006-000-510550-30	MILEAGE	\$1,000.00	\$15.81	1.58%	\$0.00	\$984.19
006-000-530165-30	WORKMANS COMP CO. SHAR	\$37,000.00	\$17,073.40	46.14%	\$0.00	\$19,926.60
006-000-530170-30	HEALTH/LIFE INS. CO. CHARE	\$100,000.00	\$42,586.41	42.59%	\$0.00	\$57,413.59
006-000-630000-30	CLOTHING/UNIFORMS	\$15,000.00	\$8,769.69	58.46%	\$0.00	\$6,230.31
<b>Total For Account Type: Expenditure</b>		<b>\$975,226.00</b>	<b>\$416,886.62</b>	<b>42.75%</b>	<b>\$0.00</b>	<b>\$558,339.38</b>
<b>Revenue Total for Fund: COUNTY HIGHWAY</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: COUNTY HIGHW</b>		<b>\$975,226.00</b>	<b>\$416,886.62</b>	<b>42.75%</b>	<b>\$0.00</b>	<b>\$558,339.38</b>
<b>Fund: 009 - COUNTY MOTOR FUEL</b>						
<b>Account Type: Expenditure</b>						
009-000-510175-30	COUNTY ENGINEER	\$118,591.00	\$50,168.70	42.30%	\$0.00	\$68,422.30
<b>Total For Account Type: Expenditure</b>		<b>\$118,591.00</b>	<b>\$50,168.70</b>	<b>42.30%</b>	<b>\$0.00</b>	<b>\$68,422.30</b>
<b>Revenue Total for Fund: COUNTY MOTOR FUE</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: COUNTY MOTOR</b>		<b>\$118,591.00</b>	<b>\$50,168.70</b>	<b>42.30%</b>	<b>\$0.00</b>	<b>\$68,422.30</b>
<b>Fund: 012 - LANDFILL</b>						
<b>Account Type: Expenditure</b>						
012-000-510175-45	ADMINISTRATOR	\$77,379.00	\$32,737.12	42.31%	\$0.00	\$44,641.88
012-000-510200-45	PERMANENT SALARIES	\$483,100.00	\$172,370.89	35.68%	\$0.00	\$310,729.11
012-000-510300-45	PARTTIME LANDFILL	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
012-000-510360-45	BENEFIT PAYOUT	\$18,000.00	\$16,129.31	89.61%	\$0.00	\$1,870.69
012-000-510400-45	OVERTIME WAGES	\$80,000.00	\$22,922.78	28.65%	\$0.00	\$57,077.22
012-000-510500-45	MONTHLY (PER DIEM & MILEA	\$2,800.00	\$512.37	18.30%	\$0.00	\$2,287.63
012-000-510550-45	MILEAGE	\$500.00	\$15.81	3.16%	\$0.00	\$484.19
012-000-530100-45	FICA CONTRIBUTION CO. SHA	\$45,000.00	\$18,177.25	40.39%	\$0.00	\$26,822.75

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 012 - LANDFILL</b>						
<b>Account Type: Expenditure</b>						
012-000-530150-45	IMRF-PENSION CO. SHARE	\$55,000.00	\$18,235.17	33.15%	\$0.00	\$36,764.83
012-000-530160-45	UNEMPLOYMENT CO. SHARE	\$3,000.00	\$1,427.10	47.57%	\$0.00	\$1,572.90
012-000-530165-45	WORKMANS COMP CO. SHAR	\$34,500.00	\$16,332.44	47.34%	\$0.00	\$18,167.56
012-000-530170-45	HEALTH/LIFE INS. CO. CHARE	\$100,000.00	\$32,211.89	32.21%	\$0.00	\$67,788.11
012-000-630000-45	CLOTHING/UNIFORMS	\$7,000.00	\$5,813.69	83.05%	\$0.00	\$1,186.31
012-420-510200-45	TRUCK DRIVERS	\$188,500.00	\$67,512.67	35.82%	\$0.00	\$120,987.33
012-420-510300-45	PARTTIME TRUCK DRIVER	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
012-420-510400-45	TRUCK DRIVERS OT	\$25,000.00	\$12,060.60	48.24%	\$0.00	\$12,939.40
012-420-530100-45	TRUCK DRIVERS FICA CO SHA	\$19,000.00	\$6,142.38	32.33%	\$0.00	\$12,857.62
012-420-530150-45	TRUCK DRIVERS IMRF CO SH	\$22,000.00	\$6,139.13	27.91%	\$0.00	\$15,860.87
012-420-530160-45	TRUCK DRIVERS UNEMPL CO	\$2,500.00	\$495.72	19.83%	\$0.00	\$2,004.28
012-420-530170-45	TRUCK DRIVERS H/L CO SHAR	\$47,000.00	\$11,617.45	24.72%	\$0.00	\$35,382.55
<b>Total For Account Type: Expenditure</b>		<b>\$1,210,281.00</b>	<b>\$440,853.77</b>	<b>36.43%</b>	<b>\$0.00</b>	<b>\$769,427.23</b>
<b>Revenue Total for Fund: LANDFILL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: LANDFILL</b>		<b>\$1,210,281.00</b>	<b>\$440,853.77</b>	<b>36.43%</b>	<b>\$0.00</b>	<b>\$769,427.23</b>
<b>Fund: 014 - TAX SALE AUTOMATION FUND</b>						
<b>Account Type: Expenditure</b>						
014-000-510200-20	PERMANENT-REAL ESTATE	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
014-000-510300-20	PARTTIME - REAL ESTATE	\$5,000.00	\$0.00	0.00%	\$0.00	\$5,000.00
<b>Total For Account Type: Expenditure</b>		<b>\$5,001.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$5,001.00</b>
<b>Revenue Total for Fund: TAX SALE AUTOMAT</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: TAX SALE AUTO</b>		<b>\$5,001.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$5,001.00</b>
<b>Fund: 018 - ANIMAL CONTROL FUND</b>						
<b>Account Type: Expenditure</b>						
018-050-510175-10	ADMINISTRATOR	\$2,000.00	\$833.30	41.67%	\$0.00	\$1,166.70

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 018 - ANIMAL CONTROL FUND</b>						
<b>Account Type: Expenditure</b>						
018-050-510200-10	PERMANENT SALARIES	\$76,878.00	\$32,445.60	42.20%	\$0.00	\$44,432.40
018-050-510400-10	OVERTIME WAGES	\$3,500.00	\$151.38	4.33%	\$0.00	\$3,348.62
018-050-510500-10	MONTHLY (PER DIEM & MILEA	\$2,000.00	\$646.25	32.31%	\$0.00	\$1,353.75
018-050-510550-10	MILEAGE	\$2,750.00	\$739.09	26.88%	\$0.00	\$2,010.91
018-050-530160-10	UNEMPLOYMENT CO. SHARE	\$1,000.00	\$324.09	32.41%	\$0.00	\$675.91
018-050-530165-10	WORKMANS COMP CO. SHAR	\$1,965.00	\$930.11	47.33% <i>ok</i>	\$0.00	\$1,034.89
018-050-530170-10	HEALTH/LIFE INS. CO. CHARE	\$9,000.00	\$3,344.20	37.16%	\$0.00	\$5,655.80
018-100-630000-10	CLOTHING/UNIFORMS	\$750.00	\$750.00	100.00% <i>ok</i>	\$0.00	\$0.00
<b>Total For Account Type: Expenditure</b>		<b>\$99,843.00</b>	<b>\$40,164.02</b>	<b>40.23% <i>ok</i></b>	<b>\$0.00</b>	<b>\$59,678.98</b>
<b>Revenue Total for Fund: ANIMAL CONTROL F</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: ANIMAL CONTRO</b>		<b>\$99,843.00</b>	<b>\$40,164.02</b>	<b>40.23%</b>	<b>\$0.00</b>	<b>\$59,678.98</b>
<b>Fund: 019 - SOCIAL SECURITY FUND</b>						
<b>Account Type: Revenue</b>						
019-160-400100-20	CURRENT PROPERTY TAXES	\$1,000,000.00	\$12,718.34	1.27%	\$0.00	\$987,281.66
<b>Total For Account Type: Revenue</b>		<b>\$1,000,000.00</b>	<b>\$12,718.34</b>	<b>1.27%</b>	<b>\$0.00</b>	<b>\$987,281.66</b>
<b>Account Type: Expenditure</b>						
019-000-530100-20	FICA CONTRIBUTION CO. SHA	\$855,000.00	\$286,262.85	33.48%	\$0.00	\$568,737.15
<b>Total For Account Type: Expenditure</b>		<b>\$855,000.00</b>	<b>\$286,262.85</b>	<b>33.48%</b>	<b>\$0.00</b>	<b>\$568,737.15</b>
<b>Revenue Total for Fund: SOCIAL SECURITY F</b>		<b>\$1,000,000.00</b>	<b>\$12,718.34</b>	<b>1.27%</b>	<b>\$0.00</b>	<b>\$987,281.66</b>
<b>Expenditure Total for Fund: SOCIAL SECURIT</b>		<b>\$855,000.00</b>	<b>\$286,262.85</b>	<b>33.48%</b>	<b>\$0.00</b>	<b>\$568,737.15</b>
<b>Fund: 020 - IMRF</b>						
<b>Account Type: Revenue</b>						
020-155-400100-20	CURRENT PROP TAXES IMRF	\$1,700,000.00	\$21,620.88	1.27%	\$0.00	\$1,678,379.12
<b>Total For Account Type: Revenue</b>		<b>\$1,700,000.00</b>	<b>\$21,620.88</b>	<b>1.27%</b>	<b>\$0.00</b>	<b>\$1,678,379.12</b>

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 020 - IMRF</b>						
<b>Account Type: Expenditure</b>						
020-000-530150-20	IMRF-PENSION CO. SHARE	\$1,400,000.00	\$335,828.34	23.99%	\$0.00	\$1,064,171.66
020-000-530155-20	ACCELERATED PYMT-IMRF C	\$43,999.00	\$23,454.51	53.31%	\$0.00	\$20,544.49
020-000-810500-20	ERI LOAN	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
<b>Total For Account Type: Expenditure</b>		<b>\$1,444,000.00</b>	<b>\$359,282.85</b>	<b>24.88%</b>	<b>\$0.00</b>	<b>\$1,084,717.15</b>
<b>Revenue Total for Fund: IMRF</b>		<b>\$1,700,000.00</b>	<b>\$21,620.88</b>	<b>1.27%</b>	<b>\$0.00</b>	<b>\$1,678,379.12</b>
<b>Expenditure Total for Fund: IMRF</b>		<b>\$1,444,000.00</b>	<b>\$359,282.85</b>	<b>24.88%</b>	<b>\$0.00</b>	<b>\$1,084,717.15</b>
<b>Fund: 023 - LAW LIBRARY FUND</b>						
<b>Account Type: Expenditure</b>						
023-000-510300-42	PARTTIME LAW LIBRARIAN	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
<b>Total For Account Type: Expenditure</b>		<b>\$1.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$1.00</b>
<b>Revenue Total for Fund: LAW LIBRARY FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: LAW LIBRARY FU</b>		<b>\$1.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$1.00</b>
<b>Fund: 031 - HEALTH INSURANCE FUND</b>						
<b>Account Type: Revenue</b>						
031-000-470010-35	FLEX EE AMT	\$2,000.00	\$1,264.20	63.21%	\$0.00	\$735.80
031-000-470145-35	VISION PREMIUMS	\$30,000.00	\$10,964.73	36.55%	\$0.00	\$19,035.27
031-000-470150-35	DENTAL PREMIUM	\$150,000.00	\$58,424.46	38.95%	\$0.00	\$91,575.54
031-000-470155-35	LIFE PREMIUM	\$10,000.00	\$2,065.00	20.65%	\$0.00	\$7,935.00
031-000-470160-35	EMPLOYEE WITHLDG H/L	\$470,000.00	\$182,887.80	38.91%	\$0.00	\$287,112.20
031-000-470170-35	CO SHARE H/L	\$2,600,000.00	\$877,290.28	33.74%	\$0.00	\$1,722,709.72
031-000-480039-35	TRANS IN-TORT STOP LOSS	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
<b>Total For Account Type: Revenue</b>		<b>\$3,262,001.00</b>	<b>\$1,132,896.47</b>	<b>34.73%</b>	<b>\$0.00</b>	<b>\$2,129,104.53</b>
<b>Account Type: Expenditure</b>						
031-000-560010-35	ADMIN COSTS-HLTH	\$100,000.00	\$33,337.35	33.34%	\$0.00	\$66,662.65
031-000-560012-35	ADMIN COSTS-DENTAL	\$1.00	\$0.00	0.00%	\$0.00	\$1.00

# Budget Status By Purpose - Detail

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Knox County

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Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 031 - HEALTH INSURANCE FUND</b>						
<b>Account Type: Expenditure</b>						
031-000-560013-35	ADMIN COSTS - VISION	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
031-000-560014-35	ADMIN COSTS-FLEX	\$100.00	\$0.00	0.00%	\$0.00	\$100.00
031-000-560016-35	ADMIN COSTS-NETWORK	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
031-000-560018-35	ADMIN COSTS-TELEDOC	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
031-000-560020-35	STOP LOSS CARRIER	\$450,000.00	\$174,479.34	38.77%	\$0.00	\$275,520.66
031-000-560030-35	LIFE INSURANCE CARRIER	\$20,000.00	\$6,225.81	31.13%	\$0.00	\$13,774.19
031-000-560035-35	WELLNESS TESTING	\$40,000.00	\$0.00	0.00%	\$0.00	\$40,000.00
031-000-560040-35	AFFORDABLE CARE ACT EXP	\$5,000.00	\$0.00	0.00%	\$0.00	\$5,000.00
031-000-560050-35	MEDICAL CLAIMS	\$2,250,000.00	\$551,559.60	24.51%	\$0.00	\$1,698,440.40
031-000-560060-35	RX CLAIMS	\$625,000.00	\$295,074.86	47.21%	\$0.00	\$329,925.14
031-000-560110-35	VISION CARRIER	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
031-000-580260-35	FLEX CLAIMS	\$3,500.00	\$289.98	8.29%	\$0.00	\$3,210.02
031-000-580900-35	DENTAL CLAIMS/PREMIUMS	\$150,000.00	\$58,899.03	39.27%	\$0.00	\$91,100.97
031-000-580910-35	VISION CLAIMS/PREMIUMS	\$85,000.00	\$13,469.40	15.85%	\$0.00	\$71,530.60
<b>Total For Account Type: Expenditure</b>		<b>\$3,728,604.00</b>	<b>\$1,133,335.37</b>	<b>30.40%</b>	<b>\$0.00</b>	<b>\$2,595,268.63</b>
<b>Revenue Total for Fund: HEALTH INSURANCE</b>		<b>\$3,262,001.00</b>	<b>\$1,132,896.47</b>	<b>34.73%</b>	<b>\$0.00</b>	<b>\$2,129,104.53</b>
<b>Expenditure Total for Fund: HEALTH INSURA</b>		<b>\$3,728,604.00</b>	<b>\$1,133,335.37</b>	<b>30.40%</b>	<b>\$0.00</b>	<b>\$2,595,268.63</b>
<b>Fund: 036 - INSURANCE TORT FUND</b>						
<b>Account Type: Revenue</b>						
036-000-400100-35	CURRENT PROPERTY TAXES	\$1,150,000.00	\$14,625.71	1.27%	\$0.00	\$1,135,374.29
<b>Total For Account Type: Revenue</b>		<b>\$1,150,000.00</b>	<b>\$14,625.71</b>	<b>1.27%</b>	<b>\$0.00</b>	<b>\$1,135,374.29</b>
<b>Account Type: Expenditure</b>						
036-000-510500-35	MONTHLY (PER DIEM & MILEA	\$4,000.00	\$1,057.50	26.44%	\$0.00	\$2,942.50
036-000-510550-35	MILEAGE	\$1,000.00	\$15.81	1.58%	\$0.00	\$984.19
036-000-510650-35	WORKMANS COMP SALARY	\$1.00	\$0.00	0.00%	\$0.00	\$1.00

# Budget Status By Purpose - Detail

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Knox County

Selected Fund: All

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Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 036 - INSURANCE TORT FUND</b>						
<b>Account Type: Expenditure</b>						
036-000-580300-35	W/C INSURANCE PREMIUM	\$161,721.00	\$76,572.42	47.35%	\$0.00	\$85,148.58
036-120-510300-35	PARTTIME - INSURANCE	\$30,000.00	\$12,500.00	41.67%	\$0.00	\$17,500.00
036-165-530160-35	CO SHARE UNEMPL-FINANCE	\$30,000.00	\$20,125.11	67.08%	\$0.00	\$9,874.89
036-170-530160-35	CO SHARE UNEMPL-HWY	\$5,000.00	\$2,478.60	49.57%	\$0.00	\$2,521.40
<b>Total For Account Type: Expenditure</b>		<b>\$231,722.00</b>	<b>\$112,749.44</b>	<b>48.66%</b>	<b>\$0.00</b>	<b>\$118,972.56</b>
<b>Revenue Total for Fund: INSURANCE TORT FU</b>		<b>\$1,150,000.00</b>	<b>\$14,625.71</b>	<b>1.27%</b>	<b>\$0.00</b>	<b>\$1,135,374.29</b>
<b>Expenditure Total for Fund: INSURANCE TOR</b>		<b>\$231,722.00</b>	<b>\$112,749.44</b>	<b>48.66%</b>	<b>\$0.00</b>	<b>\$118,972.56</b>
<b>Fund: 040 - KNOX COUNTY HEALTH DEPARTMENT</b>						
<b>Account Type: Revenue</b>						
040-355-440200-25	FEDERAL WIC GRANT	\$155,000.00	\$49,289.37	31.80%	\$0.00	\$105,710.63
040-360-440200-25	FEDERAL FCM GRANT	\$170,000.00	\$57,519.36	33.83%	\$0.00	\$112,480.64
<b>Total For Account Type: Revenue</b>		<b>\$325,000.00</b>	<b>\$106,808.73</b>	<b>32.86%</b>	<b>\$0.00</b>	<b>\$218,191.27</b>
<b>Account Type: Expenditure</b>						
040-300-510200-25	PERMANENT - HEALTH DEPT	\$266,900.00	\$148,410.08	55.61%	\$0.00	\$118,489.92
040-300-510300-25	PARTTIME - ADMINISTRATIVE	\$3,900.00	\$0.00	0.00%	\$0.00	\$3,900.00
040-300-530100-25	FICA CONTRIB. CO SHARE AD	\$76,400.00	\$40,455.60	52.95%	\$0.00	\$35,944.40
040-300-530150-25	IMRF - PENSION CO SHARE	\$114,800.00	\$41,217.98	35.90%	\$0.00	\$73,582.02
040-300-530160-25	UNEMPLOYMENT CO SHARE	\$7,900.00	\$5,523.71	69.92%	\$0.00	\$2,376.29
040-300-530165-25	WORKMANS COMP CO. SHAR	\$5,000.00	\$918.98	18.38%	\$0.00	\$4,081.02
040-300-530170-25	HEALTH & LIFE INS CO SHARE	\$173,000.00	\$73,048.11	42.22%	\$0.00	\$99,951.89
040-305-510200-25	PERMANENT - ADMINISTRATO	\$48,600.00	\$21,509.95	44.26%	\$0.00	\$27,090.05
040-340-510200-25	PERMANENT - HEALTH EDUCA	\$80,900.00	\$25,610.44	31.66%	\$0.00	\$55,289.56
040-340-510300-25	PARTTIME - HEALTH EDUCAT	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
040-345-510200-25	PERMANENT - ENVIRON HEAL	\$154,700.00	\$62,530.89	40.42%	\$0.00	\$92,169.11
040-345-510300-25	PARTTIME - ENVIR. HEALTH	\$0.00	\$231.44	0.00%	\$0.00	(\$231.44)

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 040 - KNOX COUNTY HEALTH DEPARTMENT</b>						
<b>Account Type: Expenditure</b>						
040-350-510200-25	PERMANENT - HEALTH SERVI	\$506,100.00	\$293,419.30	57.98%	\$0.00	\$212,680.70
040-355-510200-25	PERMANENT - WIC	\$98,500.00	\$40,729.70	41.35%	\$0.00	\$57,770.30
040-355-510300-25	PARTTIME- WIC	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
040-355-530100-25	FICA CO SHARE - WIC	\$9,400.00	\$2,953.73	31.42%	\$0.00	\$6,446.27
040-355-530150-25	IMRF CO SHARE WIC	\$14,300.00	\$3,006.29	21.02%	\$0.00	\$11,293.71
040-355-530160-25	UNEMPLOYMENT CO SHARE	\$900.00	\$444.63	49.40%	\$0.00	\$455.37
040-355-530165-25	WORKMANS COMP CO SHARE	\$1,000.00	\$116.91	11.69%	\$0.00	\$883.09
040-355-530170-25	HEALTH/LIFE INS CO SHARE -	\$33,000.00	\$7,466.42	22.63%	\$0.00	\$25,533.58
040-360-510200-25	PERMANENT - FCM	\$102,400.00	\$35,673.52	34.84%	\$0.00	\$66,726.48
040-360-530100-25	FICA CO SHARE FCM	\$8,500.00	\$2,542.39	29.91%	\$0.00	\$5,957.61
040-360-530150-25	IMRF CO SHARE - FCM	\$12,900.00	\$2,589.52	20.07%	\$0.00	\$10,310.48
040-360-530160-25	UNEMPLOYMENT CO SHARE -	\$700.00	\$330.59	47.23%	\$0.00	\$369.41
040-360-530165-25	WORKMANS COMP - FCM	\$1,000.00	\$106.04	10.60%	\$0.00	\$893.96
040-360-530170-25	HEALTH/LIFE INS. CO SH - FC	\$24,200.00	\$6,114.50	25.27%	\$0.00	\$18,085.50
<b>Total For Account Type: Expenditure</b>		<b>\$1,745,000.00</b>	<b>\$814,950.72</b>	<b>46.70%</b>	<b>\$0.00</b>	<b>\$930,049.28</b>
<b>Revenue Total for Fund: KNOX COUNTY HEAL</b>		<b>\$325,000.00</b>	<b>\$106,808.73</b>	<b>32.86%</b>	<b>\$0.00</b>	<b>\$218,191.27</b>
<b>Expenditure Total for Fund: KNOX COUNTY H</b>		<b>\$1,745,000.00</b>	<b>\$814,950.72</b>	<b>46.70%</b>	<b>\$0.00</b>	<b>\$930,049.28</b>
<b>Fund: 042 - PUBLIC SAFETY</b>						
<b>Account Type: Expenditure</b>						
042-070-510200-70	TRANS ST ATTY	\$50,000.00	\$20,833.38	41.67%	\$0.00	\$29,166.62
042-100-510400-70	TRANS SHRFF OT	\$225,000.00	\$95,319.55	42.36%	\$0.00	\$129,680.45
042-100-580560-70	TRAN SH TRAINING	\$40,000.00	\$4,551.94	11.38%	\$0.00	\$35,448.06
042-100-630000-70	TRANS SH UNIFORMS	\$50,000.00	\$40,651.02	81.30%	\$0.00	\$9,348.98
042-101-510200-70	TRANS CORRECTIONS	\$25,000.00	\$10,416.69	41.67%	\$0.00	\$14,583.31
042-102-510200-70	TRANS PATROL	\$50,000.00	\$20,833.38	41.67%	\$0.00	\$29,166.62

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 042 - PUBLIC SAFETY</b>						
<b>Account Type: Expenditure</b>						
042-103-510200-70	TRANS CT SEC	\$50,000.00	\$20,833.38	41.67%	\$0.00	\$29,166.62
042-185-870010-70	TRANS PROBATION	\$50,000.00	\$20,833.38	41.67%	\$0.00	\$29,166.62
<b>Total For Account Type: Expenditure</b>		<b>\$540,000.00</b>	<b>\$234,272.72</b>	<b>43.38%</b>	<b>\$0.00</b>	<b>\$305,727.28</b>
<b>Revenue Total for Fund: PUBLIC SAFETY</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: PUBLIC SAFETY</b>		<b>\$540,000.00</b>	<b>\$234,272.72</b>	<b>43.38%</b>	<b>\$0.00</b>	<b>\$305,727.28</b>
<b>Fund: 044 - NH REFERENDUM TAX</b>						
<b>Account Type: Expenditure</b>						
044-235-510200-55	PERMANENT MAINTENANCE	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
<b>Total For Account Type: Expenditure</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Revenue Total for Fund: NH REFERENDUM TA</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expenditure Total for Fund: NH REFERENDU</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Fund: 045 - FQHC</b>						
<b>Account Type: Revenue</b>						
045-500-440200-25	FQHC GRANT	\$1,455,000.00	\$663,997.56	45.64%	\$0.00	\$791,002.44
<b>Total For Account Type: Revenue</b>		<b>\$1,455,000.00</b>	<b>\$663,997.56</b>	<b>45.64%</b>	<b>\$0.00</b>	<b>\$791,002.44</b>
<b>Account Type: Expenditure</b>						
045-500-510175-25	FQHC ADMINISTRATOR	\$48,600.00	\$20,208.50	41.58%	\$0.00	\$28,391.50
045-500-510200-25	FT ADMINISTRATION	\$263,100.00	\$112,044.48	42.59%	\$0.00	\$151,055.52
045-500-510210-25	FT DENTAL	\$474,500.00	\$195,698.79	41.24%	\$0.00	\$278,801.21
045-500-510220-25	FT MEDICAL	\$592,100.00	\$240,173.44	40.56%	\$0.00	\$351,926.56
045-500-510230-25	FULL TIME FQHC OUTREACH	\$25,500.00	\$10,668.59	41.84%	\$0.00	\$14,831.41
045-500-510240-25	PERMANENT-BEHAVIORAL HE	\$241,300.00	\$68,102.94	28.22%	\$0.00	\$173,197.06
045-500-510250-25	FT CLERICAL	\$195,500.00	\$66,411.22	33.97%	\$0.00	\$129,088.78
045-500-510315-25	PT DENTAL	\$11,500.00	\$0.00	0.00%	\$0.00	\$11,500.00
045-500-510320-25	PT MEDICAL	\$0.00	\$0.00	0.00%	\$0.00	\$0.00

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 045 - FQHC</b>						
<b>Account Type: Expenditure</b>						
045-500-530100-25	FICA CONTRIBUTION CO. SHA	\$144,500.00	\$50,702.36	35.09%	\$0.00	\$93,797.64
045-500-530150-25	IMRF-PENSION CO. SHARE	\$216,700.00	\$50,497.01	23.30%	\$0.00	\$166,202.99
045-500-530160-25	UNEMPLOYMENT CO. SHARE	\$8,200.00	\$4,385.87	53.49%	\$0.00	\$3,814.13
045-500-530165-25	WORKMANS COMP CO. SHAR	\$5,400.00	\$1,576.96	29.20%	\$0.00	\$3,823.04
045-500-530170-25	HEALTH/LIFE INS. CO. CHARE	\$245,800.00	\$84,459.07	34.36%	\$0.00	\$161,340.93
045-500-580560-25	TRAINING EXPENSE	\$33,000.00	\$14,395.80	43.62%	\$0.00	\$18,604.20
045-500-580600-25	TRAVEL EXPENSE	\$34,500.00	\$103.88	0.30%	\$0.00	\$34,396.12
<b>Total For Account Type: Expenditure</b>		<b>\$2,540,200.00</b>	<b>\$919,428.91</b>	<b>36.20%</b>	<b>\$0.00</b>	<b>\$1,620,771.09</b>
<b>Revenue Total for Fund: FQHC</b>		<b>\$1,455,000.00</b>	<b>\$663,997.56</b>	<b>45.64%</b>	<b>\$0.00</b>	<b>\$791,002.44</b>
<b>Expenditure Total for Fund: FQHC</b>		<b>\$2,540,200.00</b>	<b>\$919,428.91</b>	<b>36.20%</b>	<b>\$0.00</b>	<b>\$1,620,771.09</b>
<b>Fund: 072 - DRUG COURT FUND</b>						
<b>Account Type: Revenue</b>						
072-138-440200	ADULT REDEPLOY GRANT	\$17,058.00	\$0.00	0.00%	\$0.00	\$17,058.00
<b>Total For Account Type: Revenue</b>		<b>\$17,058.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$17,058.00</b>
<b>Account Type: Expenditure</b>						
072-138-510175	ADULT REDEPLOY ADMIN	\$17,058.00	\$0.00	0.00%	\$0.00	\$17,058.00
<b>Total For Account Type: Expenditure</b>		<b>\$17,058.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$17,058.00</b>
<b>Revenue Total for Fund: DRUG COURT FUND</b>		<b>\$17,058.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$17,058.00</b>
<b>Expenditure Total for Fund: DRUG COURT FU</b>		<b>\$17,058.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$17,058.00</b>
<b>Fund: 075 - DRUG FORFEITURE</b>						
<b>Account Type: Expenditure</b>						
075-069-510300-20	PART TIME WAGES	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
<b>Total For Account Type: Expenditure</b>		<b>\$1.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$1.00</b>

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All		Selected Account Type: Revenue and Expenses				
Selected Purpose: 100 - Salaries		From Period: 1		To Period: 5		
Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 075 - DRUG FORFEITURE</b>						
Revenue Total for Fund: DRUG FORFEITURE		\$0.00	\$0.00	0.00%	\$0.00	\$0.00
Expenditure Total for Fund: DRUG FORFEITU		\$1.00	\$0.00	0.00%	\$0.00	\$1.00
<b>Fund: 077 - COURT SECURITY</b>						
<b>Account Type: Revenue</b>						
077-027-420200-40	COURT SECURITY FEES	\$44,999.00	\$27,448.43	61.00%	\$0.00	\$17,550.57
Total For Account Type: Revenue		\$44,999.00	\$27,448.43	61.00%	\$0.00	\$17,550.57
<b>Account Type: Expenditure</b>						
077-027-510200-40	PERM-CRT SEC	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
Total For Account Type: Expenditure		\$1.00	\$0.00	0.00%	\$0.00	\$1.00
Revenue Total for Fund: COURT SECURITY		\$44,999.00	\$27,448.43	61.00%	\$0.00	\$17,550.57
Expenditure Total for Fund: COURT SECURIT		\$1.00	\$0.00	0.00%	\$0.00	\$1.00
<b>Fund: 086 - GIS</b>						
<b>Account Type: Revenue</b>						
086-000-420053-20	GIS SERVICE FEES	\$3,000.00	\$10,060.00	335.33%	\$0.00	(\$7,060.00)
086-000-430200-20	INTEREST ON INVESTMENTS	\$1,000.00	\$67.44	6.74%	\$0.00	\$932.56
Total For Account Type: Revenue		\$4,000.00	\$10,127.44	253.19%	\$0.00	(\$6,127.44)
<b>Account Type: Expenditure</b>						
086-000-510200-20	PERMANENT SALARIES	\$50,979.00	\$21,567.70	42.31%	\$0.00	\$29,411.30
086-000-510300-20	PT MAPPER-TRAN TO ASMNT	\$16,854.00	\$0.00	0.00%	\$0.00	\$16,854.00
086-000-530100-20	FICA CONTRIBUTION CO. SHA	\$3,899.90	\$1,649.89	42.31%	\$0.00	\$2,250.01
086-000-530150-20	IMRF-PENSION CO. SHARE	\$4,171.00	\$1,681.31	40.31%	\$0.00	\$2,489.69
086-000-530170-20	HEALTH/LIFE INS. CO. CHARE	\$9,240.00	\$3,344.20	36.19%	\$0.00	\$5,895.80
086-000-580560-20	TRAINING EXPENSE	\$3,000.00	\$53.85	1.80%	\$0.00	\$2,946.15
Total For Account Type: Expenditure		\$88,143.90	\$28,296.95	32.10%	\$0.00	\$59,846.95

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 086 - GIS</b>						
<b>Revenue Total for Fund: GIS</b>		<b>\$4,000.00</b>	<b>\$10,127.44</b>	<b>253.19%</b>	<b>\$0.00</b>	<b>(\$6,127.44)</b>
<b>Expenditure Total for Fund: GIS</b>		<b>\$88,143.90</b>	<b>\$28,296.95</b>	<b>32.10%</b>	<b>\$0.00</b>	<b>\$59,846.95</b>
<b>Fund: 178 - CAC</b>						
<b>Account Type: Revenue</b>						
178-072-440300-20	DCFS GRANT	\$69,520.00	\$34,547.50	49.69%	\$0.00	\$34,972.50
178-174-440306-20	VCVA GRANT	\$22,000.00	\$5,500.00	25.00%	\$0.00	\$16,500.00
178-176-440300-20	VOCA GRANT	\$101,155.00	\$38,786.32	38.34%	\$0.00	\$62,368.68
<b>Total For Account Type: Revenue</b>		<b>\$192,675.00</b>	<b>\$78,833.82</b>	<b>40.92%</b>	<b>\$0.00</b>	<b>\$113,841.18</b>
<b>Account Type: Expenditure</b>						
178-072-510175-20	DIRECTOR-CAC	\$28,007.00	\$11,993.09	42.82%	\$0.00	\$16,013.91
178-072-510200-20	PERMANENT SALARIES	\$11,394.00	\$4,820.21	42.30%	\$0.00	\$6,573.79
178-072-510300-20	PART TIME WAGES	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
178-072-530100-20	FICA CONTRIBUTION CO. SHA	\$3,015.00	\$1,255.58	41.64%	\$0.00	\$1,759.42
178-072-530150-20	IMRF-PENSION CO. SHARE	\$3,223.00	\$1,279.36	39.69%	\$0.00	\$1,943.64
178-072-530160-20	UNEMPLOYMENT CO. SHARE	\$320.00	\$304.38	95.12%	\$0.00	\$15.62
178-072-530170-20	HEALTH/LIFE INS. CO. CHARE	\$3,109.62	\$2,511.30	80.76%	\$0.00	\$598.32
178-174-510175-20	DIRECTOR	\$1,413.00	\$586.44	41.50%	\$0.00	\$826.56
178-174-510200-20	PERMANENT SALARIES	\$17,436.00	\$7,376.61	42.31%	\$0.00	\$10,059.39
178-174-510300-20	PART TIME WAGES	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
178-174-530100-20	FICA CONTRIBUTION CO. SHA	\$1,442.00	\$605.48	41.99%	\$0.00	\$836.52
178-174-530150-20	IMRF-PENSION CO. SHARE	\$1,538.00	\$616.86	40.11%	\$0.00	\$921.14
178-174-530160-20	UNEMPLOYMENT CO. SHARE	\$60.00	\$81.76	136.27%	\$0.00	(\$21.76)
178-176-510175-20	DIRECTOR	\$17,651.00	\$7,330.47	41.53%	\$0.00	\$10,320.53
178-176-510200-20	PERMANENT SALARIES	\$34,871.00	\$14,753.18	42.31%	\$0.00	\$20,117.82
178-176-530100-20	FICA CONTRIBUTION CO. SHA	\$4,018.00	\$1,641.44	40.85%	\$0.00	\$2,376.56
178-176-530150-20	IMRF-PENSION CO. SHARE	\$4,296.00	\$1,672.77	38.94%	\$0.00	\$2,623.23

# Budget Status By Purpose - Detail

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
<b>Purpose: 100 - Salaries</b>						
<b>Fund: 178 - CAC</b>						
<b>Account Type: Expenditure</b>						
178-176-530160-20	UNEMPLOYMENT CO. SHARE	\$146.00	\$60.26	41.27%	\$0.00	\$85.74
178-176-530170-20	HEALTH/LIFE INS. CO. CHARE	\$9,430.00	\$3,889.23	41.24%	\$0.00	\$5,540.77
178-176-580600-20	TRAVEL EXPENSE	\$1,426.00	\$0.00	0.00%	\$0.00	\$1,426.00
178-178-510175-20	DIRECTOR	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
178-178-510200-20	PERMANENT SALARIES	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
178-178-530100-20	FICA CONTRIBUTION CO. SHA	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
178-178-530150-20	IMRF-PENSION CO. SHARE	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
178-178-530160-20	UNEMPLOYMENT CO. SHARE	\$1.00	\$0.00	0.00%	\$0.00	\$1.00
178-178-530170-20	HEALTH/LIFE INS. CO. CHARE	\$3,708.00	\$264.79	7.14%	\$0.00	\$3,443.21
178-178-580560-20	TRAINING EXPENSE	\$1,315.00	\$138.00	10.49%	\$0.00	\$1,177.00
178-178-580600-20	TRAVEL EXPENSE	\$2,911.00	\$0.00	0.00%	\$0.00	\$2,911.00
<b>Total For Account Type: Expenditure</b>		<b>\$150,734.62</b>	<b>\$61,181.21</b>	<b>40.59%</b>	<b>\$0.00</b>	<b>\$89,553.41</b>
<b>Revenue Total for Fund: CAC</b>		<b>\$192,675.00</b>	<b>\$78,833.82</b>	<b>40.92%</b>	<b>\$0.00</b>	<b>\$113,841.18</b>
<b>Expenditure Total for Fund: CAC</b>		<b>\$150,734.62</b>	<b>\$61,181.21</b>	<b>40.59%</b>	<b>\$0.00</b>	<b>\$89,553.41</b>
<b>Revenue Total for Purpose: 100 - Salaries</b>		<b>\$10,788,779.92</b>	<b>\$2,976,312.99</b>	<b>27.59%</b>	<b>\$0.00</b>	<b>\$7,812,466.93</b>
<b>Expenditure Total for Purpose: 100 - Salaries</b>		<b>\$29,018,554.16</b>	<b>\$10,968,355.97</b>	<b>37.80%</b>	<b>\$0.00</b>	<b>\$18,050,198.19</b>
<b>Differences:</b>		<b>\$39,807,334.08</b>	<b>(\$7,992,042.98)</b>	<b>-20.08%</b>	<b>\$0.00</b>	<b>(\$10,237,731.26)</b>

**Budget Status By Purpose - Detail**

Fiscal Year: 2021

Knox County

Selected Fund: All

Selected Account Type: Revenue and Expenses

Selected Purpose: 100 - Salaries

From Period: 1 To Period: 5

Purpose/Account	Purpose/Account Description	Budget	YTD	% Used	Encumbrance	Remaining
Report Revenue Total:		\$10,788,779.92	\$2,976,312.99	27.59%	\$0.00	\$7,812,466.93
Report Expenditure Total:		\$29,018,554.16	\$10,968,355.97	37.80%	\$0.00	\$18,050,198.19
Report Differences:		\$39,807,334.08	(\$7,992,042.98)	-20.08%	\$0.00	\$25,862,665.12

# Coronavirus State and Local Fiscal Recovery Funds

## Frequently Asked Questions

AS OF MAY 10, 2021

This document contains answers to frequently asked questions regarding the Coronavirus State and Local Fiscal Recovery Funds (CSFRF / CLFRF, or Fiscal Recovery Funds). Treasury will be updating this document periodically in response to questions received from stakeholders. Recipients and stakeholders should consult the Interim Final Rule for additional information.

- For overall information about the program, including information on requesting funding, please see <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments>
- For general questions about CSFRF / CLFRF, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov)
- Upon publication of the Interim Final Rule in the Federal Register, Treasury encourages stakeholders to submit public comments on the Interim Final Rule at [regulations.gov](https://www.regulations.gov)

### Eligibility and Allocations

#### 1. Which governments are eligible for funds?

The following governments are eligible:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Metropolitan cities
- Non-entitlement units, or smaller local governments

#### 2. Which governments receive funds directly from Treasury?

Treasury will distribute funds directly to each eligible state, territory, metropolitan city, county, or Tribal government. Smaller local governments that are classified as non-entitlement units will receive funds through their applicable state government.

#### 3. Are special-purpose units of government eligible to receive funds?

Special-purpose units of local government will not receive funding allocations; however, a state, territory, local, or Tribal government may transfer funds to a special-purpose unit of government. Special-purpose districts perform specific functions in the community, such as fire, water, sewer or mosquito abatement districts.

**4. How are funds being allocated to Tribal governments, and how will Tribal governments find out their allocation amounts?**

\$20 billion of Fiscal Recovery Funds was reserved for Tribal governments. The American Rescue Plan Act specifies that \$1 billion will be allocated evenly to all eligible Tribal governments. The remaining \$19 billion will be distributed using an allocation methodology based on enrollment and employment.

There will be two payments to Tribal governments. Each Tribal government's first payment will include (i) an amount in respect of the \$1 billion allocation that is to be divided equally among eligible Tribal governments and (ii) each Tribal government's pro rata share of the Enrollment Allocation. Tribal governments will be notified of their allocation amount and delivery of payment 4-5 days after completing request for funds in the Treasury Submission Portal. The deadline to make the initial request for funds is May 24, 2021.

In mid-May or shortly after completing the initial request for funds, Tribal governments will receive an email notification to re-enter the Treasury Submission Portal to confirm or amend their 2019 employment numbers that were submitted to the Department of the Treasury for the CARES Act's Coronavirus Relief Fund. The deadline to confirm employment numbers is June 7, 2021. Treasury will calculate each Tribal government's pro rata share of the Employment Allocation for those Tribal governments that confirmed or submitted amended employment numbers. In mid-June, Treasury will communicate to Tribal governments the amount of their portion of the Employment Allocation and the anticipated date for the second payment.

**Eligible Uses – Responding to the Public Health Emergency / Negative Economic Impacts**

**5. What types of COVID-19 response, mitigation, and prevention activities are eligible?**

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

- 6. If a use of funds was allowable under the Coronavirus Relief Fund (CRF) to respond to the public health emergency, may recipients presume it is also allowable under CSFRF/CLFRF?**

Generally, funding uses eligible under CRF as a response to the direct public health impacts of COVID-19 will continue to be eligible under CSFRF/CLFRF, with the following two exceptions: (1) the standard for eligibility of public health and safety payrolls has been updated; and (2) expenses related to the issuance of tax-anticipation notes are not an eligible funding use.

- 7. If a use of funds is not explicitly permitted in the Interim Final Rule as a response to the public health emergency and its negative economic impacts, does that mean it is prohibited?**

The Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. The Interim Final Rule also provides flexibility for recipients to use Fiscal Recovery Funds for programs or services that are not identified on these non-exclusive lists but which meet the objectives of section 602(c)(1)(A) or 603(c)(1)(A) by responding to the COVID-19 public health emergency with respect to COVID-19 or its negative economic impacts.

- 8. May recipients use funds to respond to the public health emergency and its negative economic impacts by replenishing state unemployment funds?**

Consistent with the approach taken in the CRF, recipients may make deposits into the state account of the Unemployment Trust Fund up to the level needed to restore the pre-pandemic balances of such account as of January 27, 2020, or to pay back advances received for the payment of benefits between January 27, 2020 and the date when the Interim Final Rule is published in the Federal Register.

- 9. What types of services are eligible as responses to the negative economic impacts of the pandemic?**

Eligible uses in this category include assistance to households; small businesses and non-profits; and aid to impacted industries.

Assistance to households includes, but is not limited to: food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; cash assistance; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.

Assistance to small business and non-profits includes, but is not limited to:

- loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs;
- Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and
- Technical assistance, counseling, or other services to assist with business planning needs

**10. May recipients use funds to respond to the public health emergency and its negative economic impacts by providing direct cash transfers to households?**

Yes, provided the recipient considers whether, and the extent to which, the household has experienced a negative economic impact from the pandemic. Additionally, cash transfers must be reasonably proportional to the negative economic impact they are intended to address. Cash transfers grossly in excess of the amount needed to address the negative economic impact identified by the recipient would not be considered to be a response to the COVID-19 public health emergency or its negative impacts. In particular, when considering appropriate size of permissible cash transfers made in response to the COVID-19 public health emergency, state, local, territorial, and Tribal governments may consider and take guidance from the per person amounts previously provided by the federal government in response to the COVID crisis.

**11. May funds be used to reimburse recipients for costs incurred by state and local governments in responding to the public health emergency and its negative economic impacts prior to passage of the American Rescue Plan?**

Use of Fiscal Recovery Funds is generally forward looking. The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021.

**12. May recipients use funds for general economic development or workforce development?**

Generally, not. Recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible.

**13. How can recipients use funds to assist the travel, tourism, and hospitality industries?**

Aid provided to tourism, travel, and hospitality industries should respond to the negative economic impacts of the pandemic. For example, a recipient may provide aid to support

safe reopening of businesses in the tourism, travel and hospitality industries and to districts that were closed during the COVID-19 public health emergency, as well as aid a planned expansion or upgrade of tourism, travel and hospitality facilities delayed due to the pandemic.

Tribal development districts are considered the commercial centers for tribal hospitality, gaming, tourism and entertainment industries.

**14. May recipients use funds to assist impacted industries other than travel, tourism, and hospitality?**

Yes, provided that recipients consider the extent of the impact in such industries as compared to tourism, travel, and hospitality, the industries enumerated in the statute. For example, nationwide the leisure and hospitality industry has experienced an approximately 17 percent decline in employment and 24 percent decline in revenue, on net, due to the COVID-19 public health emergency. Recipients should also consider whether impacts were due to the COVID-19 pandemic, as opposed to longer-term economic or industrial trends unrelated to the pandemic.

Recipients should maintain records to support their assessment of how businesses or business districts receiving assistance were affected by the negative economic impacts of the pandemic and how the aid provided responds to these impacts.

**15. How does the Interim Final Rule help address the disparate impact of COVID-19 on certain populations and geographies?**

In recognition of the disproportionate impacts of the COVID-19 virus on health and economic outcomes in low-income and Native American communities, the Interim Final Rule identifies a broader range of services and programs that are considered to be in response to the public health emergency when provided in these communities. Specifically, Treasury will presume that certain types of services are eligible uses when provided in a Qualified Census Tract (QCT), to families living in QCTs, or when these services are provided by Tribal governments.

Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic. In identifying these disproportionately-impacted communities, recipients should be able to support their determination for how the pandemic disproportionately impacted the populations, households, or geographic areas to be served.

Eligible services include:

- Addressing health disparities and the social determinants of health, including: community health workers, public benefits navigators, remediation of lead paint or other lead hazards, and community violence intervention programs;

- Building stronger neighborhoods and communities, including: supportive housing and other services for individuals experiencing homelessness, development of affordable housing, and housing vouchers and assistance relocating to neighborhoods with higher levels of economic opportunity;
- Addressing educational disparities exacerbated by COVID-19, including: early learning services, increasing resources for high-poverty school districts, educational services like tutoring or afterschool programs, and supports for students' social, emotional, and mental health needs; and
- Promoting healthy childhood environments, including: child care, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

### **Eligible Uses – Revenue Loss**

#### **16. How is revenue defined for the purpose of this provision?**

The Interim Final Rule adopts a definition of “General Revenue” that is based on, but not identical, to the Census Bureau’s concept of “General Revenue from Own Sources” in the Annual Survey of State and Local Government Finances.

General Revenue includes revenue from taxes, current charges, and miscellaneous general revenue. It excludes refunds and other correcting transactions, proceeds from issuance of debt or the sale of investments, agency or private trust transactions, and revenue generated by utilities and insurance trusts. General revenue also includes intergovernmental transfers between state and local governments, but excludes intergovernmental transfers from the Federal government, including Federal transfers made via a state to a locality pursuant to the CRF or the Fiscal Recovery Funds.

Tribal governments may include all revenue from Tribal enterprises and gaming operations in the definition of General Revenue.

#### **17. Will revenue be calculated on an entity-wide basis or on a source-by-source basis (e.g. property tax, income tax, sales tax, etc.)?**

Recipients should calculate revenue on an entity-wide basis. This approach minimizes the administrative burden for recipients, provides for greater consistency across recipients, and presents a more accurate representation of the net impact of the COVID- 19 public health emergency on a recipient’s revenue, rather than relying on financial reporting prepared by each recipient, which vary in methodology used and which generally aggregates revenue by purpose rather than by source.

#### **18. Does the definition of revenue include outside concessions that contract with a state or local government?**

Recipients should classify revenue sources as they would if responding to the U.S. Census Bureau's Annual Survey of State and Local Government Finances. According to the Census Bureau's [Government Finance and Employment Classification manual](#), the following is an example of current charges that would be included in a state or local government's general revenue from own sources: "Gross revenue of facilities operated by a government (swimming pools, recreational marinas and piers, golf courses, skating rinks, museums, zoos, etc.); auxiliary facilities in public recreation areas (camping areas, refreshment stands, gift shops, etc.); lease or use fees from stadiums, auditoriums, and community and convention centers; and rentals from concessions at such facilities."

**19. What is the time period for estimating revenue loss? Will revenue losses experienced prior to the passage of the Act be considered?**

Recipients are permitted to calculate the extent of reduction in revenue as of four points in time: December 31, 2020; December 31, 2021; December 31, 2022; and December 31, 2023. This approach recognizes that some recipients may experience lagged effects of the pandemic on revenues.

Upon receiving Fiscal Recovery Fund payments, recipients may immediately calculate revenue loss for the period ending December 31, 2020.

**20. What is the formula for calculating the reduction in revenue?**

A reduction in a recipient's General Revenue equals:

$$\text{Max} \{ [\text{Base Year Revenue} * (1 + \text{Growth Adjustment})^{\left(\frac{n_t}{12}\right)}] - \text{Actual General Revenue}_t ; 0 \}$$

Where:

*Base Year Revenue* is General Revenue collected in the most recent full fiscal year prior to the COVID-19 public health emergency.

*Growth Adjustment* is equal to the greater of 4.1 percent (or 0.041) and the recipient's average annual revenue growth over the three full fiscal years prior to the COVID-19 public health emergency.

*n* equals the number of months elapsed from the end of the base year to the calculation date.

*Actual General Revenue* is a recipient's actual general revenue collected during 12-month period ending on each calculation date.

Subscript *t* denotes the calculation date.

**21. Are recipients expected to demonstrate that reduction in revenue is due to the COVID-19 public health emergency?**

In the Interim Final Rule, any diminution in actual revenue calculated using the formula above would be presumed to have been “due to” the COVID-19 public health emergency. This presumption is made for administrative ease and in recognition of the broad-based economic damage that the pandemic has wrought.

**22. May recipients use pre-pandemic projections as a basis to estimate the reduction in revenue?**

No. Treasury is disallowing the use of projections to ensure consistency and comparability across recipients and to streamline verification. However, in estimating the revenue shortfall using the formula above, recipients may incorporate their average annual revenue growth rate in the three full fiscal years prior to the public health emergency.

**23. Once a recipient has identified a reduction in revenue, are there any restrictions on how recipients use funds up to the amount of the reduction?**

The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. Government services can include, but are not limited to, maintenance of infrastructure or pay-go spending for building new infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services.

However, paying interest or principal on outstanding debt, replenishing rainy day or other reserve funds, or paying settlements or judgments would not be considered provision of a government service, since these uses of funds do not entail direct provision of services to citizens. This restriction on paying interest or principal on any outstanding debt instrument, includes, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt. In addition, the overarching restrictions on all program funds (e.g., restriction on pension deposits, restriction on using funds for non-federal match where barred by regulation or statute) would apply.

**Eligible Uses – General**

**24. May recipients use funds to replenish a budget stabilization fund, rainy day fund, or similar reserve account?**

No. Funds made available to respond to the public health emergency and its negative economic impacts are intended to help meet pandemic response needs and provide immediate stabilization for households and businesses. Contributions to rainy day funds and similar reserves funds would not address these needs or respond to the COVID-19 public health emergency, but would rather be savings for future spending needs.

Similarly, funds made available for the provision of governmental services (to the extent of reduction in revenue) are intended to support direct provision of services to citizens. Contributions to rainy day funds are not considered provision of government services, since such expenses do not directly relate to the provision of government services.

**25. May recipients use funds to invest in infrastructure other than water, sewer, and broadband projects (e.g. roads, public facilities)?**

Under 602(c)(1)(C) or 603(c)(1)(C), recipients may use funds for maintenance of infrastructure or pay-go spending for building of new infrastructure as part of the general provision of government services, to the extent of the estimated reduction in revenue due to the public health emergency.

Under 602(c)(1)(A) or 603(c)(1)(A), a general infrastructure project typically would not be considered a response to the public health emergency and its negative economic impacts unless the project responds to a specific pandemic-related public health need (e.g., investments in facilities for the delivery of vaccines) or a specific negative economic impact of the pandemic (e.g., affordable housing in a Qualified Census Tract).

**26. May recipients use funds to pay interest or principal on outstanding debt?**

No. Expenses related to financing, including servicing or redeeming notes, would not address the needs of pandemic response or its negative economic impacts. Such expenses would also not be considered provision of government services, as these financing expenses do not directly provide services or aid to citizens.

This applies to paying interest or principal on any outstanding debt instrument, including, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt.

**27. May recipients use funds to satisfy nonfederal matching requirements under the Stafford Act? May recipients use funds to satisfy nonfederal matching requirements generally?**

Fiscal Recovery Funds are subject to pre-existing limitations in other federal statutes and regulations and may not be used as non-federal match for other Federal programs whose statute or regulations bar the use of Federal funds to meet matching requirements. For example, expenses for the state share of Medicaid are not an eligible use. For information on FEMA programs, please [see here](#).

**Eligible Uses – Premium Pay**

**28. What criteria should recipients use in identifying essential workers to receive premium pay?**

Essential workers are those in critical infrastructure sectors who regularly perform in-person work, interact with others at work, or physically handle items handled by others.

Critical infrastructure sectors include healthcare, education and childcare, transportation, sanitation, grocery and food production, and public health and safety, among others, as provided in the Interim Final Rule. Governments receiving Fiscal Recovery Funds have the discretion to add additional sectors to this list, so long as the sectors are considered critical to protect the health and well-being of residents.

The Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

**29. What criteria should recipients use in identifying third-party employers to receive grants for the purpose of providing premium pay to essential workers?**

Any third-party employers of essential workers are eligible. Third-party contractors who employ essential workers in eligible sectors are also eligible for grants to provide premium pay. Selection of third-party employers and contractors who receive grants is at the discretion of recipients.

To ensure any grants respond to the needs of essential workers and are made in a fair and transparent manner, the rule imposes some additional reporting requirements for grants to third-party employers, including the public disclosure of grants provided.

**30. May recipients provide premium pay retroactively for work already performed?**

Yes. Treasury encourages recipients to consider providing premium pay retroactively for work performed during the pandemic, recognizing that many essential workers have not yet received additional compensation for their service during the pandemic.

**Eligible Uses – Water, Sewer, and Broadband Infrastructure**

**31. What types of water and sewer projects are eligible uses of funds?**

The Interim Final Rule generally aligns eligible uses of the Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).

Under the DWSRF, categories of [eligible projects](#) include: treatment, transmission and distribution (including lead service line replacement), source rehabilitation and decontamination, storage, consolidation, and new systems development.

Under the CWSRF, categories of [eligible projects](#) include: construction of publicly-owned treatment works, nonpoint source pollution management, national estuary program projects, decentralized wastewater treatment systems, stormwater systems, water conservation, efficiency, and reuse measures, watershed pilot projects, energy efficiency measures for publicly-owned treatment works, water reuse projects, security measures at publicly-owned treatment works, and technical assistance to ensure compliance with the Clean Water Act.

As mentioned in the Interim Final Rule, eligible projects under the DWSRF and CWSRF support efforts to address climate change, as well as to meet cybersecurity needs to protect water and sewer infrastructure. Given the lifelong impacts of lead exposure for children, and the widespread nature of lead service lines, Treasury also encourages recipients to consider projects to replace lead service lines.

**32. May construction on eligible water, sewer, or broadband infrastructure projects continue past December 31, 2024, assuming funds have been obligated prior to that date?**

Yes. Treasury is interpreting the requirement that costs be incurred by December 31, 2024 to only require that recipients have obligated the funds by such date. The period of performance will run until December 31, 2026, which will provide recipients a reasonable amount of time to complete projects funded with Fiscal Recovery Funds.

**33. May recipients use funds as a non-federal match for the Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF)?**

Recipients may not use funds as a state match for the CWSRF and DWSRF due to prohibitions in utilizing federal funds as a state match in the authorizing statutes and regulations of the CWSRF and DWSRF.

**34. Does the National Environmental Policy Act (NEPA) apply to eligible infrastructure projects?**

NEPA does not apply to Treasury's administration of the Funds. Projects supported with payments from the Funds may still be subject to NEPA review if they are also funded by other federal financial assistance programs.

**35. What types of broadband projects are eligible?**

The Interim Final Rule requires eligible projects to reliably deliver minimum speeds of 100 Mbps download and 100 Mbps upload. In cases where it is impracticable due to geography, topography, or financial cost to meet those standards, projects must reliably deliver at least 100 Mbps download speed, at least 20 Mbps upload speed, and be scalable to a minimum of 100 Mbps download speed and 100 Mbps upload speed.

Projects must also be designed to serve unserved or underserved households and businesses, defined as those that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed.

**36. For broadband investments, may recipients use funds for related programs such as cybersecurity or digital literacy training?**

Yes. Recipients may use funds to provide assistance to households facing negative economic impacts due to Covid-19, including digital literacy training and other programs that promote access to the Internet. Recipients may also use funds for modernization of cybersecurity, including hardware, software, and protection of critical infrastructure, as part of provision of government services up to the amount of revenue lost due to the public health emergency.

**Non-Entitlement Units (NEUs)**

**37. Can states impose requirements or conditions on the transfer of funds to NEUs?**

As the statute requires states to make distributions based on population, states may not place additional conditions or requirements on distributions to NEUs, beyond those required by the ARPA and Treasury's implementing regulations and guidance.

For example, states may not impose stricter limitations than permitted by statute or Treasury regulations or guidance on an NEU's use of Fiscal Recovery Funds based on the NEU's proposed spending plan or other policies, nor permitted to offset any debt owed by the NEU against its payment. Further, states may not provide funding on a reimbursement basis (e.g., requiring NEUs to pay for project costs up front before being reimbursed with Fiscal Recovery Fund payments), because this approach would not comport with the statutory requirement that states make distributions to NEUs within the statutory timeframe.

**38. Can states transfer additional funds to local governments beyond amount allocated to NEUs?**

Yes. The Interim Final Rule permits states, territories, and Tribal governments to transfer Fiscal Recovery Funds to other constituent units of government or private entities beyond those specified in the statute, as long as the transferee abides by the transferor's eligible use and other requirements. Similarly, local governments are authorized to transfer Fiscal Recovery Funds to other constituent units of government (e.g., a county is able to transfer Fiscal Recovery Funds to a city, town or school district within it).

**39. What is the definition of "budget" for the purpose of the 75 percent cap on NEU payments, and who is responsible for enforcing this cap?**

States are responsible for enforcing the "75 percent cap" on NEU payments, which is a statutory requirement that distributions to NEUs not exceed 75 percent of the NEU's

most recent budget. Treasury interprets the most recent budget as the NEU's most recent annual total operating budget, including its general fund and other funds, as of January 27, 2020. States may rely for this determination on a certified top-line budget total from the NEU. Funding amounts in excess of such cap must be returned to Treasury.

**40. May states use funds to pay for the administrative costs of allocating and distributing money to the NEUs?**

Yes. If necessary, states may use Fiscal Recovery Funds to support the administrative costs of allocating and distributing money to NEUs, as disbursing these funds itself is a response to the public health emergency and its negative economic impacts.

**41. When will states get their payments for NEUs? When will NEUs get their payments?**

States can find their state-level allocations for NEUs on the Treasury website. Treasury plans to issue further guidance on distributions and payments to NEUs in the coming days.

State governments that request their own funds under the Coronavirus State Fiscal Recovery Fund through Treasury's Submission Portal will be considered by Treasury to have requested funding for their non-entitlement units as well.

**42. When will NEUs know if they are eligible for payment?**

Treasury plans to provide further guidance on distributions and payments to NEUs in the coming days.

**Ineligible Uses**

**43. What is meant by a pension "deposit"? Can governments use funds for routine pension contributions for employees whose payroll and covered benefits are eligible expenses?**

Treasury interprets "deposit" in this context to refer to an extraordinary payment into a pension fund for the purpose of reducing an accrued, unfunded liability. More specifically, the interim final rule does not permit this assistance to be used to make a payment into a pension fund if both: (1) the payment reduces a liability incurred prior to the start of the COVID-19 public health emergency, and (2) the payment occurs outside the recipient's regular timing for making such payments.

Under this interpretation, a "deposit" is distinct from a "payroll contribution," which occurs when employers make payments into pension funds on regular intervals, with contribution amounts based on a pre-determined percentage of employees' wages and salaries. In general, if an employee's wages and salaries are an eligible use of Fiscal

Recovery Funds, recipients may treat the employee's covered benefits as an eligible use of Fiscal Recovery Funds.

## **Reporting**

### **44. What records must be kept by governments receiving funds?**

Financial records and supporting documents related to the award must be retained for a period of five years after all funds have been expended or returned to Treasury, whichever is later. This includes those which demonstrate the award funds were used for eligible purposes in accordance with the ARPA, Treasury's regulations implementing those sections, and Treasury's guidance on eligible uses of funds.

### **45. What reporting will be required, and when will the first report be due?**

Recipients will be required to submit an interim report, quarterly project and expenditure reports, and annual recovery plan performance reports as specified below, regarding their utilization of Coronavirus State and Local Fiscal Recovery Funds.

Interim reports: States (defined to include the District of Columbia), territories, metropolitan cities, counties, and Tribal governments will be required to submit one interim report. The interim report will include a recipient's expenditures by category at the summary level and for states, information related to distributions to nonentitlement units of local government must also be included in the interim report. The interim report will cover activity from the date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Nonentitlement units of local government are not required to submit an interim report.

Quarterly Project and Expenditure reports: State (defined to include the District of Columbia), territorial, metropolitan city, county, and Tribal governments will be required to submit quarterly project and expenditure reports. This report will include financial data, information on contracts and subawards over \$50,000, types of projects funded, and other information regarding a recipient's utilization of award funds. Reports will be required quarterly with the exception of nonentitlement units, which will report annually. An interim report is due on August 31, 2021. The reports will include the same general data as those submitted by recipients of the Coronavirus Relief Fund, with some modifications to expenditure categories and the addition of data elements related to specific eligible uses. The initial quarterly Project and Expenditure report will cover two calendar quarters from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent quarterly reports will cover one calendar quarter and must be submitted to Treasury within 30 days after the end of each calendar quarter.

Nonentitlement units of local government will be required to submit the project and expenditure report annually. The initial annual Project and Expenditure report for nonentitlement units of local government will cover activity from the date of award to

September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent annual reports must be submitted to Treasury by October 31 each year.

Recovery Plan Performance reports: States (defined to include the District of Columbia), territories, metropolitan cities, and counties with a population that exceeds 250,000 residents will also be required to submit an annual recovery plan performance report to Treasury. This report will include descriptions of the projects funded and information on the performance indicators and objectives of each award, helping local residents understand how their governments are using the substantial resources provided by Coronavirus State and Local Fiscal Recovery Funds program. The initial recovery plan performance report will cover activity from date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Thereafter, the recovery plan performance reports will cover a 12-month period and recipients will be required to submit the report to Treasury within 30 days after the end of the 12-month period. The second Recovery Plan Performance report will cover the period from July 1, 2021 to June 30, 2022 and must be submitted to Treasury by July 31, 2022. Each annual recovery plan performance report must be posted on the public-facing website of the recipient. Local governments with fewer than 250,000 residents, Tribal governments, and nonentitlement units of local government are not required to develop a Recovery Plan Performance report.

Treasury will provide further guidance and instructions on the reporting requirements for program at a later date.

**46. What provisions of the Uniform Guidance for grants apply to these funds? Will the Single Audit requirements apply?**

Most of the provisions of the Uniform Guidance (2 CFR Part 200) apply to this program, including the Cost Principles and Single Audit Act requirements. Recipients should refer to the Assistance Listing for detail on the specific provisions of the Uniform Guidance that do not apply to this program. The Assistance Listing will be available on beta.SAM.gov.

**Miscellaneous**

**47. May governments retain assets purchased with Fiscal Recovery Funds? If so, what rules apply to the proceeds of disposition or sale of such assets?**

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds. If such assets are disposed of prior to December 31, 2024, the proceeds would be subject to the restrictions on the eligible use of payments.

**48. Can recipients use funds for administrative purposes?**

Recipients may use funds to cover the portion of payroll and benefits of employees corresponding to time spent on administrative work necessary due to the COVID-19 public health emergency and its negative economic impacts. This includes, but is not

limited to, costs related to disbursing payments of Fiscal Recovery Funds and managing new grant programs established using Fiscal Recovery Funds.

## **Operational Questions**

### **49. How does an eligible entity request payment?**

Eligible entities (other than non-entitlement units) must submit their information to the [Treasury Submission Portal](#). Please visit the [Coronavirus State and Local Fiscal Recovery Fund](#) website for more information on the submission process.

### **50. I cannot log into the Treasury Submission Portal or am having trouble navigating it. Who can help me?**

If you have questions about the Treasury Submission Portal or for technical support, please email [covidreliefitsupport@treasury.gov](mailto:covidreliefitsupport@treasury.gov).

### **51. What do I need to do to receive my payment?**

All eligible payees are required to have a DUNS Number previously issued by Dun & Bradstreet (<https://www.dnb.com/>).

All eligible payees are also required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>).

And eligible payees must have a bank account enabled for Automated Clearing House (ACH) direct deposit. Payees with a Wire account are encouraged to provide that information as well.

More information on these and all program pre-submission requirements can be found on the [Coronavirus State and Local Fiscal Recovery Fund](#) website.

### **52. Why is Treasury employing id.me for the Treasury Submission Portal?**

ID.me is a trusted technology partner to multiple government agencies and healthcare providers. It provides secure digital identity verification to those government agencies and healthcare providers to make sure you're you – and not someone pretending to be you – when you request access to online services. All personally identifiable information provided to ID.me is encrypted and disclosed only with the express consent of the user. Please refer to ID.me Contact Support for assistance with your ID.me account. Their support website is <https://help.id.me>.

### **53. Why is an entity not on the list of eligible entities in Treasury Submission Portal?**

The ARP statute lays out which governments are eligible for payments. The list of entities within the Treasury Submission Portal includes entities eligible to receive a direct

payment of funds from Treasury, which include states (defined to include the District of Columbia), territories, Tribal governments, counties, and metropolitan cities.

Eligible non-entitlement units of local government will receive a distribution of funds from their respective state government and should not submit information to the Treasury Submission Portal.

If you believe an entity has been mistakenly left off the eligible entity list, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

**54. What is an Authorized Representative?**

An Authorized Representative is an individual with legal authority to bind the government entity (e.g., the Chief Executive Officer of the government entity). An Authorized Representative must sign the Acceptance of Award terms for it to be valid.

**55. How does a Tribal government determine their allocation?**

Tribal governments will receive information about their allocation when the submission to the Treasury Submission Portal is confirmed to be complete and accurate.

**56. How do I know the status of my request for funds (submission)?**

Entities can check the status of their submission at any time by logging into [Treasury Submission Portal](#).

**57. My Treasury Submission Portal submission requires additional information/correction. What is the process for that?**

If your Authorized Representative has not yet signed the award terms, you can edit your submission with in the into [Treasury Submission Portal](#). If your Authorized Representative has signed the award terms, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov) to request assistance with updating your information.

**58. My request for funds was denied. How do I find out why it was denied or appeal the decision?**

Please check to ensure that no one else from your entity has applied, causing a duplicate submission. Please also review the list of all eligible entities on the [Coronavirus State and Local Fiscal Recovery Fund](#) website.

If you still have questions regarding your submission, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

**59. When will entities get their money?**

Before Treasury is able to execute a payment, a representative of an eligible government must submit the government's information for verification through the [Treasury Submission Portal](#). The verification process takes approximately four business days. If any errors are identified, the designated point of contact for the government will be contacted via email to correct the information before the payment can proceed. Once verification is complete, the designated point of contact of the eligible government will receive an email notifying them that their submission has been verified. Payments are generally scheduled for the next business day after this verification email, though funds may not be available immediately due to processing time of their financial institution.

**60. How does a local government entity provide Treasury with a notice of transfer of funds to its State?**

For more information on how to provide Treasury with notice of transfer to a state, please email [SLRedirectFunds@treasury.gov](mailto:SLRedirectFunds@treasury.gov).



THE TREASURY DEPARTMENT

NACo NATIONAL MEMBERSHIP CALL:  
*PRELIMINARY REVIEW OF TREASURY'S FISCAL RECOVERY FUND GUIDANCE*

MAY 11, 2011

# TABLE OF CONTENTS

## 1. How to register on U.S. Treasury's portal and request Recovery Funds

## 2. New essential resources and guidance from U.S. Treasury

- [Interim final rule](#)
- [Fact sheet](#)
- [FAQs](#)
- [Quick reference guide](#)
- [County Recovery Fund allocations](#)

## 3. Key Use of Funds and Reporting Dates

## 4. Key Terms of Art used in the Interim Rule

## 5. Defining eligible and ineligible uses

- Support the public health response
- Address negative economic impacts
- Replace republic sector revenue loss
- Broadband, water and sewer infrastructure

## 6. Reporting requirements



## QUICK TAKES ON RECOVERY FUNDS GUIDANCE

- **Historic investment in our nation's counties**
- **Opportunity to invest in local communities**
- **Responded to NACo's questions and recommendations**
- **Broad flexibility in use of funds**
  - Broadband
  - COVID-19 response
  - Payroll and benefits
- **Some unanswered questions**
- **Opportunity to comment on the Interim Rule – July 9, 2021**

The screenshot shows the U.S. Department of the Treasury website. The main header is blue with the Treasury seal and the text "U.S. DEPARTMENT OF THE TREASURY". Below this is a navigation bar with links: ABOUT TREASURY, POLICY ISSUES (highlighted), DATA, SERVICES, and NEWS. A search bar is on the right. The main content area has a left sidebar with "POLICY ISSUES" and "COVID-19 Economic Relief". The main heading is "Coronavirus State and Local Fiscal Recovery Fund". Below this, it states: "The American Rescue Plan Act delivers \$350 billion for eligible states, local, and tribal governments to respond to the COVID-19 emergency and bring back jobs." It then says: "The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and sustainable recovery." Under "FUNDING OBJECTIVES", it lists: "expending (or setting for much-needed) relief to: • Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring their operations under control; • Replace lost revenue for eligible state, local, territorial, and Tribal governments to bring back support..." On the right, there are two buttons: "REQUEST FISCAL RECOVERY FUNDS" and "RECEIVE COVID-19 RELIEF UPDATES", followed by a list of links: "Interim Final Rule", "Fact Sheet", "Quick Reference Guide", "Tribal Government Information", and "Non-Entitlement Unit Information".

- [Interim final rule](#)
- [Fact sheet](#)
- [FAQs](#)
- [Quick reference guide](#)
- [County Recovery Fund allocations](#)

**U.S. TREASURY: “MUST READ” RESOURCES**

## DECODING *THE LANGUAGE* OF THE GUIDANCE

Throughout the Interim Final Rule, along with FAQs and fact sheets, U.S. Treasury uses various **key words** that are important to understand in determining the eligible use of funds.

*Please be sure to read pages 130-150 of the Interim Final Rule.*

### INTERIM FINAL RULE VS. FAQs

- **Shall** = Mandatory reporting, use and compliance
- **May** = Allows local/county discretion
- **Encourage / Should** = Treasury preference only  
(**NOT REQUIRED**)
- **Proportional & Consistent**

### DEFINITIONS (PG. 130)

- Covered benefits
- Covered period
- Eligible workers
- General revenue
- Pension fund

## COMMON QUESTIONS ON RECOVERY FUNDS

### HOW CAN COUNTIES USE RECOVERY FUNDS?

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Capital improvements             <ul style="list-style-type: none"> <li>— Public health</li> <li>— Jail upgrades/replacement</li> <li>— Stormwater improvements</li> </ul> </li> <li>• Roads and bridges</li> <li>• Property tax relief</li> <li>• Non-federal match</li> <li>• Special purpose districts</li> <li>• Compliance and audit costs</li> </ul> | <ul style="list-style-type: none"> <li>• Interest bearing accounts (<i>unclear</i>)</li> <li>• Pension funds</li> <li>• Rainy day funds</li> <li>• Revenue loss             <ul style="list-style-type: none"> <li>— Entity-wide vs. per revenue stream</li> </ul> </li> <li>• Payroll support</li> <li>• Debt service payments</li> <li>• State Maintenance of Effort with County Funding</li> </ul> |
|---|---|

## KEY DATES RELATED TO THE RECOVERY FUND

- **January 27, 2020:** Declaration of the public health crisis
- **March 3, 2021:** Beginning of the Recovery Fund “covered period”
- **July 9, 2021:** Deadline to comment on U.S. Treasury’s *Interim Final Rule* on Recovery Fund
- **August 31, 2021:** Deadline to submit first Interim Report to U.S. Treasury
- **August 31, 2021:** Deadline to submit first *Recovery Plan Performance Report* to U.S. Treasury  
- **Applies to COUNTIES ABOVE 250,000 POPULATION ONLY**
- **October 31, 2021:** Deadline to submit first *Quarterly Project and Expenditure Report*  
- Applies to ALL COUNTIES
- **December 31, 2024:** Recovery Funds must be obligated (**NOT incurred**)
- **December 31, 2026:** Recovery Funds must be spent & all work/performance must be completed

## HOW TO CERTIFY FOR RECOVERY FUNDS

U.S. Treasury released [certification guidance](#) and [opened the portal](#) for counties to request Recovery Funds

Prior to requesting Recovery Funds, **counties should complete the following steps immediately:**

1. Ensure your county has a [DUNS number](#)
2. Ensure your county has an [active SAM registration](#)
3. Gather payment information:
  - Entity Identification Number (EIN), name and contact information
  - Name and title of an authorized representative of the county (i.e. chief elected official)
  - Financial institution information (e.g., routing and account number, financial institution name and contact information)



# HOW TO CERTIFY FOR RECOVERY FUNDS

U.S. Treasury [opened the portal](#) for counties to request Recovery Funds.  
To receive Recovery Funds, **a county must request funds through this portal.**

Click Here

The screenshot shows the U.S. Department of the Treasury website. The header includes the Treasury logo and navigation links: ABOUT TREASURY, POLICY ISSUES, DATA, SERVICES, NEWS, and a search bar. Below the header, a breadcrumb trail reads: HOME > POLICY ISSUES > COVID-19 ECONOMIC RELIEF > ASSISTANCE FOR STATE, LOCAL, AND TRIBAL GOVERNMENTS > STATE AND LOCAL FISCAL RECOVERY FUND. The main content area is titled 'Coronavirus State and Local Fiscal Recovery Fund'. It includes a description of the American Rescue Plan, a list of funding objectives, and a sidebar with links to various relief programs. A yellow circle highlights the 'REQUEST FISCAL RECOVERY FUNDS' button, with a yellow arrow pointing from the 'Click Here' text to it.

To access the portal and request Recovery Funds from the U.S. Treasury, [click here.](#)

If you are having issues with the new U.S. Treasury portal, email [covidrelieffitsupport@treasury.gov](mailto:covidrelieffitsupport@treasury.gov).

## HOW TO CERTIFY FOR RECOVERY FUNDS

U.S. Treasury is using the **ID.me platform** for counties to request Recovery Funds

- **ID.me is a trusted technology partner** to multiple government agencies – **your information is secure**
- **Site provides secure digital identity verification to government agencies** to ensure you are the correct individual requesting Recovery Funds
- You are required to provide the following information to receive Recovery Funds:
  - Social Security Number
  - Driver's license/passport number
  - Facial recognition Your information will not be shared

---

**ILLUSTRATION ONLY OF SAMPLE ALLOWABLE USES OF RECOVERY FUNDS,  
PER NEW U.S. TREASURY GUIDANCE**



**Support Public Health Response**

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



**Replace Public Sector Revenue Loss**

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



**Water and Sewer Infrastructure**

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



**Address Negative Economic Impacts**

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



**Premium Pay for Essential Workers**

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



**Broadband Infrastructure**

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access

## SUPPORT PUBLIC HEALTH RESPONSE

**1**

### **COVID-19 MITIGATION & CONTAINMENT**

- A broad range of services and programming that are needed to contain COVID-19

**2**

### **MEDICAL EXPENSES**

- Provide care and services to address COVID-19 public health needs, risks presented by new variants and long-term effects of the virus

**3**

### **BEHAVIORAL HEALTHCARE**

- New or enhanced state and local government services that may be needed to meet mental health, substance use and other behavioral health needs

**4**

### **PUBLIC HEALTH & SAFETY STAFF**

- Responding to the public health and negative economic impacts COVID-19 and requires additional human resources

## ADDRESS NEGATIVE ECONOMIC IMPACTS

**1**

### **WORKERS & FAMILIES**

- Assistance to unemployed workers and job training
- Food, housing, cash and other assistance to households (proportionate)
- Survivor's benefits for family members of COVID-19 victims

**2**

### **SMALL BUSINESS**

- Loans and grants to mitigate financial hardship
- Loans, grants and in-kind assistance to implement COVID-19 prevention or mitigation tactics
- Technical assistance

**3**

### **PUBLIC SECTOR**

- Rehire staff
- Replenish state unemployment insurance funds
- Administer economic relief programs

**4**

### **IMPACTED INDUSTRIES**

- Tourism, travel and hospitality
- Other similarly affected sectors

## PROVIDE EQUITY-FOCUSED SERVICES

**1**

### **ADDRESSING HEALTH DISPARITIES**

- Community health workers and public benefits navigators
- Remediation of lead paint and other lead hazards
- Community violence intervention programs

**2**

### **HOUSING & NEIGHBORHOODS**

- Services to support individuals experiencing homelessness
- Affordable housing development
- Housing vouchers, residential counseling, navigation assistance

**3**

### **EDUCATIONAL DISPARITIES**

- New or expanded early learning services
- Expanded resources for high-poverty school districts
- Educational services like tutoring and afterschool programs

**4**

### **PROMOTING HEALTHY CHILDHOOD ENVIRONMENTS**

- New and expanded high quality childcare
- Home visiting programs for families with young children
- Services for child welfare-involved families and foster youth

## REPLACE LOST REVENUE

Recovery Funds may be used to provide **government services** to the **extent of reduction in revenue** experienced due to COVID-19:

- **Definition of general revenue:** Based on Census Bureau's definition and includes revenue from taxes, current charges, miscellaneous general revenue, intergovernmental transfers between state and local governments
  - **Excludes** refunds and other correction transactions proceeds from issuance of debt or the sale of investments, agency or private trust transactions and revenue generated by utilities, intergovernmental transfers from the federal government (federal transfers made to a state/locality)
- Recipients should calculate revenue on an **entity-wide basis**
- Recipients **cannot** use pre-pandemic projections as a basis to estimate the reduction in revenue
- Recipients can use funds to support governments services, which include, **but are not limited to:**
  - Maintenance of **infrastructure or pay-go spending for building new infrastructure, including roads**
  - Modernization of **cybersecurity**, including hardware, software and protection of critical infrastructure
  - Health services
  - Environment remediation
  - School or educational services
  - Police, first responders and other public safety services

## REPLACE LOST REVENUE

U.S. Treasury's guidance establishes new methodology to calculate lost revenue.

Recipients have two options to calculate lost revenue:

- Recipients will compute the extent of reduction in revenue by comparing actual revenue to a counterfactual trend representing what could have plausibly been expected to occur in the absence of the pandemic
- Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency (i.e. prior to January 27, 2020) and projects forward at either:
  - a) Recipient's average **annual revenue growth over the three full fiscal years prior to the public health emergency**, or
  - b) **4.1%, the national average** state and local revenue growth rate from 2015-18 (the latest available data).

## REPLACE LOST REVENUE

### Additional guidance related to calculating “lost revenue”:

- Recipients should calculate the extent of the reduction in revenue as of four points in time:  
**December 31, 2020; December 31, 2021; December 31, 2022; and December 31, 2023.**
- **To calculate the extent of the reduction in revenue at each of these dates, recipients should follow a four-step process:**
  1. Identify revenues collected in the most recent full fiscal year prior to the public health emergency (i.e., last full fiscal year before January 27, 2020), called the base year revenue
  2. Estimate counterfactual revenue
  3. Identify actual revenue, which equals revenues collected over the past
  4. The extent of the reduction in revenue is equal to counterfactual revenue less actual revenue. If actual revenue exceeds counterfactual revenue, the extent of the reduction in revenue is set to zero for that calculation date

## PREMIUM PAY FOR ESSENTIAL EMPLOYEES

Fiscal Recovery Funds payments may be used by recipients to provide premium pay (\$13/per hour) to **eligible workers** performing essential work during the COVID-19 public health emergency or to provide grants to third-party employers with eligible workers performing essential work.

### Essential employees are defined as:

- **Any work performed by an employee of the state, local or tribal government**
- Staff at nursing homes, hospitals, and home care settings
- Workers at farms, food production facilities, grocery stores, and restaurants
- Janitors and sanitation workers
- Truck drivers, transit staff, and warehouse workers
- Public health and safety staff
- Childcare workers, educators, and other school staff
- Social service and human services staff

### Essential work is defined as:

- Work involving regular in-person interactions or regular physical handling of items that were also handled by others
- A worker would **NOT** be engaged in essential work and, accordingly may not receive premium pay, for telework performed from a residence

### Other provisions related to premium pay:

- Premium pay **can be retroactive**
- Recipients have discretion to designate additional sectors
- Additional reporting requirements in certain cases (*grants to third-party employers*)

## WATER, SEWER & BROADBAND INFRASTRUCTURE

To assist in meeting the critical need for investments and improvements to existing infrastructure in **water, sewer and broadband**, counties can invest Fiscal Recovery Funds into these sectors:

### WATER & SEWER INFRASTRUCTURE

- Improvements to infrastructure, such as building or upgrading facilities and transmission, distribution and storage systems (*additional guidance to be released at later date*)
- Eligible uses aligned to Environmental Protection Agency (EPA) project categories in the:
  - Clean Water State Revolving Fund (CWSRF)
  - Drinking Water State Revolving Fund (DWSRF)

### BROADBAND INFRASTRUCTURE

- Targets to support households and businesses that **do not** deliver 25 Mbps download/3 Mbps upload
- Fund projects that deliver reliable services – **minimum 100 Mbps download/100 Mbps upload speed** unless impracticable due to geography, topography, or excessive costs
- Complement broadband investments made through the Capital Projects Funds authorized under ARPA

# DEFINING INELIGIBLE EXPENSES

## 1

### PENSION FUNDS

- Funding cannot be used for deposits into defined benefit pension funds...However, Treasury defines a “deposit” as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability
- **Recipients may use funds for routine payroll contributions to pensions of employees whose wages and salaries are an eligible use**

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.

## 2

### OTHER RESTRICTIONS

- Funding debt service, legal settlements or judgments
- Deposits to rainy day funds or financial reserves
- **Non-federal match requirement (i.e. EDA & Medicaid) & be sure to reach the latest FEMA guidance**
  - The President's directive allows FEMA to pay 100% federal funding for the costs of activities that have previously been determined eligible, from the beginning of the pandemic in January 2020 to Sept. 30, 2021.

## 3

### NET REDUCTION IN TAX REVENUE (LIMITED TO STATE & TERRITORIES)

- If a state or territory has a reduction in net tax revenue, they must demonstrate how they paid for the tax cuts from source other than the Recovery Fund

# REPORTING REQUIREMENTS

Recovery Fund recipients will be required to submit an interim report, quarterly report, quarterly project and expenditure reports and annual recovery plan:

- **Interim reports:** Counties will be required to submit one interim report, which will include the county's expenditures by category at the summary level. The interim report will cover spending from the date the county receives Recovery Funds to July 31, 2021. **Interim reports are due by August 31, 2021.**
- **Quarterly project and expenditure reports:** Counties will be required to submit quarterly project and expenditure reports, which will include financial data, information on contracts and subawards over \$50,000 and other information regarding utilization of funds. These reports will be similar to CARES Act Coronavirus Relief Fund. The first report will cover spending from the date the county receives Recovery Funds to September 30, 2021. **First report is due by October 31, 2021.**
- **Recovery plan performance reports:** Counties will be required to submit an annual recovery plan performance report, which will include descriptions of projects funded and information on performance indicators and objectives of each award. Initial recovery plan will cover activity from the date the county receives Recovery Funds to July 31, 2021. **Local governments with less than 250,000 residents are not required to develop Recovery Plan Performance Report.** **Recovery plan is due by August 31, 2021.**

**Local governments with less than 250,000 residents are not required to develop Recovery Plan Performance Report.**

## COVID-19 RECOVERY CLEARINGHOUSE

In a major victory for America's counties, the State and Local Coronavirus Fiscal Recovery Funds legislation, part of the American Rescue Plan Act was passed by the U.S. Senate on March 6. The bill, which now heads back to the U.S. House of Representatives for final consideration, includes \$65.1 billion in direct, flexible aid to every county in America, as well as other crucial investments in local communities.



[COVID-19 Recovery Clearinghouse \(naco.org\)](https://naco.org/covid-19-recovery-clearinghouse)

## How Can We Help?

Please use the form below to ask a question, and NACo staff will respond via email.

Please ask your question here.

SUBMIT

## Share Your Story

How is your county responding to the coronavirus pandemic and driving the recovery in your community? Please use the form below to share how your county is using federal relief funds.

Please share your county's story here.

SUBMIT



## KNOX COUNTY SHERIFF'S DEPARTMENT

David L. Clague

*Sheriff*

KNOX COUNTY SHERIFFS DEPT  
152 S. KELLOGG ST.  
GALESBURG, IL 61401  
Phone: (309) 345-3733  
Fax: (309) 345-3724  
Email: sheriff@ci.galesburg.il.us

DATE: May 5, 2021  
TO: Robin Davis  
FROM: Linda Harkness  
RE: Budget Transfer

Please make the following transfers:

From:  
Communications  
001 100 560550 40  
\$30,000.00

To:  
Building Maint/Mat CH  
001 107 660010 40  
\$30,000.00

Approved by:

*David Clague*

## Tracey Bailey

---

**From:** wsteck@9thjudicial.org  
**Sent:** Tuesday, May 18, 2021 9:28 AM  
**To:** rdavis@co.knox.il.us  
**Cc:** tbailey@co.knox.il.us  
**Subject:** [EXTERNAL] [SPAM] transfer

**--USE EXTREME CAUTION-- THIS EMAIL ORIGINATED FROM AN EXTERNAL SOURCE**

This email may not have originated from an approved source of the sender,  
!!Proceed with caution!!  
Robin and Tracey,

I am requesting \$320,000.00 be moved from Transfer from Reserves to Building line item.

Thank you,

*Wendi Steck  
Knox County  
Mary Davis Home Superintendent*

---

This email was sent to you from an EXTERNAL email.  
Please use EXTREME CAUTION when opening LINKS or ATTACHMENTS.  
Report any suspicious links or attachments to the Knox County IT Department.  
If in doubt, Throw it out...

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**FUND 045 FQHC**  
**KNOX COUNTY HEALTH DEPARTMENT**  
**FISCAL YEAR 2020 - 2021**  
**BUDGET APPROPRIATION LINE-ITEM ADJUSTMENT REQUEST**

APPROPRIATIONS	CURRENT LEVY/BUDGET 2019-2020	REVENUE CHANGES 2019-2020	EXPENSE CHANGES 2019-2020	NEW APPROVED REVENUE LEVY/BUDGET 2019-2020	NEW APPROVED EXPENSE LEVY/BUDGET 2019-2020	REASON
045-500-470900-25 - Miscellaneous Revenue	\$5,000.00	20,000.00	<del>\$20,000.00</del>		\$25,000.00	Budget Increase
045-500-590000-25 - FQHC Contractual	\$17,500.00		\$20,000.00		\$37,500.00	Budget Increase

The Knox County Board of Health respectfully requests the above changes be made to the appropriate line items.

\_\_\_\_\_  
 Administrator  
 Knox County Health Department

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Chairperson  
 Knox County Board of Health

\_\_\_\_\_  
 Date

**FUND 040 HEALTH DEPARTMENT  
KNOX COUNTY HEALTH DEPARTMENT  
FISCAL YEAR 2020 - 2021  
BUDGET APPROPRIATION LINE-ITEM ADJUSTMENT REQUEST**

APPROPRIATIONS	CURRENT LEVY/BUDGET 2020-2021	REVENUE CHANGES 2020-2021	EXPENSE CHANGES 2020-2021	NEW APPROVED REVENUE LEVY/BUDGET 2020-2021	NEW APPROVED EXPENSE LEVY/BUDGET 2020-2021	REASON
040-398-440200-25 - LIHEAP Federal Grant	\$1,629,000.00	\$500,000.00		\$2,129,000.00		Budget Increase
040-367-440200-25 - Contact Tracing Grant	\$955,500.00	\$10,000.00		\$965,500.00		Budget Increase
040-398-560005-25 - Grant Services	\$1,900,000.00		\$500,000.00		\$2,400,000.00	Budget Increase
040-300-570000-25 - Postage	\$7,200.00		\$10,000.00		\$17,200.00	Budget Increase

The Knox County Board of Health respectfully requests the above changes be made to the appropriate line items.

\_\_\_\_\_  
Administrator  
Knox County Health Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairperson  
Knox County Board of Health

\_\_\_\_\_  
Date

2020-2021						
	STARTING ADOPTED	REVENUE	EXPENSE	APPROVED	REVISED APROVED	COMPLETED
	LEVY/BUDGET	CHANGES	CHANGES	REVENUE	EXPENSE	
	2020-2021	2020-2021	2020-2021	LEVY/BUDGET	LEVY/BUDGET	
				2020-2021	2020-2021	
APPROPRIATIONS						
May	50,000			110,000		
004-000-440209-55 Cares Act Relief	<del>\$590,489.99</del>	<del>\$60,000.00</del>		<del>\$590,489.99</del>		
004-000-590000-55 Contractual Services	\$175,000.00		\$60,000.00		\$235,000.00	

05/03/2021

**Knox County**  
**Payment Account Activity for April 2021**

---

Page 1 of 1

04/30/2021

ENDING BALANCE

\$ 0.00

**Knox County  
Individual Account Status for April 2021**

**REDEMPTION ACCOUNTS**

===== END OF REDEMPTION ACCOUNTS =====

**Knox County**  
**Individual Account Status for April 2021**

**SALE ACCOUNTS**

===== END OF SALE ACCOUNTS =====

**TOTAL PAID FOR ALL ACCOUNTS**

**\$0.00**

**RESOLUTION REGARDING SUPPORTING LOCAL CONTROL OF  
ZONING AND LAND USE AFFAIRS**

**WHEREAS**, the State of Illinois is made up of very different communities and unique areas with specific sensitivities and opportunities; and,

**WHEREAS**, Illinois Counties have developed and refined ordinances and requirements to enhance investments and opportunities for employment with unique zoning specifics of these areas, and in many cases these opportunities have included clean energy products such as wind and solar; and,

**WHEREAS**, the County Board in each individual County is the best entity to support the needs, interests, and safety of its residents due to the direct feedback and understanding of their County's needs, while State officials or industry leaders who do not reside in these counties may not be aware of the most relevant and current information; and

**WHEREAS**, the State Senate has discussed and deliberated legislation that would modify the development of local ordinances and resolutions, remove the authority from the local jurisdictions, and replace them with controls at the State level; and,

**WHEREAS**, the citizens of Knox County are better served by maintaining the current local control of these governing methods and the local ability to regulate their individual counties as the voters see fit.

**NOW THEREFORE, BE IT RESOLVED**, by the Members of the County Board of the County of Knox, State of Illinois that the County Board is opposed to any legislation that would impede the rights our residents to make decisions in land-use planning for our communities now and in the future.

Resolved and passed this 26<sup>th</sup> day of May, 2021

\_\_\_\_\_  
Hon. Jared Hawkinson  
Knox County Board Chair

ATTEST: \_\_\_\_\_  
Scott G. Erickson, County Clerk

The Family and Medical Leave Act (FMLA) is the federal law that comes into play when employees need to take time off to attend to personal or family medical needs. As a governmental body, Knox County is considered a “covered employer” under the FMLA. In summary, the FMLA allows eligible employees to take up to 12 weeks of protected leave in a rolling 12 month period, with guaranteed reinstatement rights, for certain types of absences which are discussed below.

Three very important preliminary issues must be understood.

1. First, sometimes employees who qualify for FMLA do not “ask” to be put on FMLA leave, and therefore are absent from work without expending any available FMLA leave. If the leave is not expressly designated by the County as FMLA leave, eligible employees always have those 12 weeks available to them, even after extensive absences. Therefore, it is important for the County to designate certain leaves as FMLA leaves even if the employee does not ask for FMLA leave. In this respect, the Board Policy on FMLA states:

*Knox County must inform employees requesting leave whether they are eligible under FMLA. If they are, the notice must specify any additional information required as well as the employees' rights and responsibilities. If they are not eligible, Knox County will provide a reason for the ineligibility.*

*If a leave is FMLA eligible, Knox County may designate the leave as FMLA leave even if not requested by the employee. Knox County must inform employees if leave will be designated as FMLA-protected and the amount of leave counted against the employee's leave entitlement. If Knox County determines that the leave is not FMLA-protected, the employer must notify the employee.*

2. Second, employees placed on FMLA leave are required to expend any available benefit time as part of their FMLA leave. The Board Policy states:

*Any employee taking FMLA leave is required to substitute and use any remaining paid “leave” benefits which are available or become available during the FMLA leave. This includes vacation, personal, and sick days. Such paid leave is substituted for the unpaid FMLA leave, and is not in addition to such FMLA leave.*

*All other FMLA leave is unpaid.*

This required use of unpaid leave only applies when the employee is not receiving some other form of wage substitution, such as worker compensation TTD benefits, or short-term disability benefits. Department Heads should also review any collective bargaining agreements applicable to their employees for any provisions

regarding FMLA leave that might conflict with the requirement of using paid leave during an FMLA absence.

3. Third, FMLA can and should be applied when an employee is off work even for a worker compensation-type injury that prevents the employee from working for a period of more than three consecutive work days. If the medical condition is such that it is considered qualifying for FMLA, it does not matter if the injury or illness was or was not work-related.

When it comes to navigating employee leave of absences, the process can be simplified if you approach it with a step-by-step process. Below is an overview that can help you along the way.

### **Step 1: Determine employee eligibility**

The following requirements must be met for an employee to be eligible for FMLA leave:

- The employee must have worked at least 12 months for the County (does not have to be consecutive)
- The employee must have worked a total of at least 1250 hours in the twelve month period prior to the leave (paid time off does not count in this calculation).
- The employee must work in a location where there are at least 50 County employees in a 75 mile radius.
- They must have a qualifying reason to take the leave.

### **Step 2: Establish the qualifying reason**

Qualifying reasons usually fall into one of the following categories:

- Personal “serious medical condition”; this is usually either an absence relating to an overnight stay in a hospital, an absence due to a chronic medical condition, or a medical condition which results in an employee being absent from work for more than three consecutive work days with at least two visits to a health care provider or one visit and a regimen of continuing treatment.
- Birth/placement and bonding with a child
- To care for a family member with a “serious health condition”
- When an employee’s spouse, son, daughter, or parent who is a member of the Armed Forces (including the National Guard and Reserves) and who is on covered active duty or has been notified of an impending call or order to

covered active duty, and the absence relates to deployment issues and the impact of deployment. Here is a link that provides more information regarding these types of FMLA leaves.

<https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/whdfs28m.pdf>.

- To care for a family member who is a covered military service member (including a covered veteran) who has a serious injury or illness incurred in the line of duty.

### **Step 3: Provide eligibility notice**

As the employer, it is the County's responsibility to let the employee know whether they are eligible or ineligible for FMLA, and the County must provide the employee with a rights and responsibilities notice in writing. This notice must be given within 5 business days of the time that the Department Head learns of the employee's potential eligibility for leave. Here is a link to the Department of Labor form for this purpose.

<https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/WH-381.pdf>.

### **Step 4: Provide request for medical certification**

If the reason for leave is due to a serious medical condition of an employee or an eligible family member, a medical certification is to be given to the employee at the same time as the rights and responsibility notice. This certification must be completed by a medical provider and the employee has 15 calendar days to provide the completed form back to the County. This will give you the information needed to determine if the leave meets the requirements for a qualifying leave of absence. Here is the link to the Department of Labor form for this purpose.

<https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/WH-380-E.pdf>.

### **Step 5: Provide designation notice**

Once you receive the completed medical certification, you must then provide a designation notice to the employee. Again, this notice must be given to the employee within 5 business days of receiving the completed medical certification. This designation notice must inform employees their leave is either denied or approved. If approved, it will be counted against their FMLA entitlement. If the medical certification is unclear or incomplete, more information may be requested, and the employee should be given a reasonable time to return the information

requested. Here is the link to the Department of Labor form for this purpose.  
<https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/WH-382.pdf>.

### **Step 6: Leave is taken**

While the employee is taking their leave, you can and should require the employee to keep you updated on their status. It's best to follow any pre-existing attendance and call-in procedures and inform the employee they must continue to follow this policy throughout the duration of their leave. In certain circumstances, an employee may be entitled to "intermittent" leave.

### **Step 7: Return to work and reinstatement**

If a medical certification was requested and received, you must indicate in both the rights and responsibilities and designation notices that a medical release is required to return to work. This isn't needed for parental leaves or for leaves to care for an employee's family members.

Regarding record-keeping for FMLA records, here are some requirements:

- Department Heads/Elected Officials can maintain the records as you see fit (i.e., hard copies or electronic records) but they must be capable of being reviewed or copied.
- The records must contain basic payroll and other data detailing the employee's compensation.
- If the employee's leave amounts to less than a full work day (as happens during intermittent FMLA leave), you are required to document the number of hours taken.
- You must maintain copies of any written notices you receive from the employee and copies of all written notices you give to the employee. These copies can be kept in the employee's personnel file.
- Medical records, including medical certifications, recertifications and medical histories of the employee or their family members, must be kept

separately from the employee's personnel file to protect his or her privacy.

- Other general documentation the County must maintain includes descriptions of employee benefits and policies, and practices regarding paid and unpaid leave, plus the amount of premium payments made for employee benefits.
- Records of any dispute between the County and employee regarding designation of FMLA leave, including any written statements regarding the reasons for the designation and for the disagreement, must be maintained.
- Records must be kept for at least three years — and be available for inspection, copying and transcription by representatives of the Department of Labor.
- Any reproductions of records must be clear and identifiable by date or pay period.
- The Treasurer's Office must be provided with the official documentation showing the beginning and ending of FMLA leaves for any employees.

## Workers' Compensation-Light Duty Policy

Knox County strives to provide a safe and healthy work environment and is committed to returning employees to work, as appropriate, from work-related injury or illness. Administering a policy on light duty provides benefits to both the injured worker and the County.

Depending upon the facts and circumstances of each situation, and depending upon a assessment of an employee's ability to provide services, an employee who has suffered a work-related injury or illness and is unable to perform their regular job duties with or without reasonable accommodation shall be provided with modified or light duty. An employee is required to provide the County department for which they work, upon request or receipt, with appropriate medical information in order for the County Department for which the employee works so that it may make an assessment as to whether a modified or light duty assignment is appropriate. Placement into a light duty position is on a temporary basis as determined by the County department and the employee's physician. Employees who are working a light duty assignment will be held to the same standards of accountability for performance and conduct as all other employees. It is the employee's responsibility to immediately inform his or her Department Head of any changes in their ability to work while on a light duty or modified assignment.

Refusal to accept a light duty or modified assignment may affect the employee's ability to receive certain workers' compensation benefits.

Knox County Board  
Sheriff-jail-courthouse-Mary Davis Home-Animal Control-buildings Committee Meeting  
May 17, 2021

In light of the corona virus and the Governor's proclamation waiving certain requirements of the Open Meetings Act the meeting was held via teleconference after proper notice was posted on the Knox County website.

In lieu of Chairperson Paulsgrove's absence, the meeting was called to order by Vice-Chair Rick Sandoval. Roll was called. Present were Rick Sandoval, Darla Krejci, Jeff Link and Kyle Rohweder. Absent were Rollie Paulsgrove and Tara Wilder. Others in attendance were Jared Hawkinson, Wendi Steck, Sheriff Clague and Cody Basham.

There were no public comment.

A motion to accept the agenda was made by K. Rohweder and seconded by J. Link. Motion passed.

Superintendent Wendi Steck of the Mary Davis Home gave her report. In April they housed an average of 14 inmates. (13 from out of the county and one from the county.) They received payment from the state in the amount of \$47,875 and saved the county \$3,125 in childcare costs. Two reimbursements payments were received (\$87,716 and \$79,409). The construction is on-going.

The issue of renting a boiler from MSI at the cost of \$1000 a month was discussed. The boiler system needs to be replaced, and renting the unit seemed to be the best alternative at the time because they didn't want to purchase something unless they knew it would be compatible with the new system. They are looking into buying a unit similar to the one they are renting. R. Sandoval asked how many boilers were in use at the Mary Davis Home. W. Steck explained there are two boilers, one for the kitchen and laundry and one for the showers and sinks. J. Link wondered if MSI would be willing to sell the unit that is being rented. W. Steck said she could pursue that option. It was mentioned that whatever unit they get would be adaptable to the new system. D. Krejci asked if an action item needed to be made to pursue this matter. J. Hawkinson said it was not necessary at this time.

Sheriff Clague highlighted his report. The Federal inmate count was down slightly due to some inmates being moved and other out temporarily for court in Chicago. He anticipates the numbers to come back up soon. Negotiations with Patrol and Corrections are going well. He mentioned the K-9 unit joined a task force with the FBI and the State Police. The K-9 handler, has been recommended by the FBI to become nationally certified allowing him to work anywhere in the United States. They K-9 unit also recently were offered a dog for free. Training is going well with this dog.

Sheriff Clague mentioned the local Violent Crime Task Force recently formed locally between the GPD, Sheriff's Department, State Police and the FBI. They have made some arrests and have recovered some guns.

Sheriff Clague requested feedback on the possibility of purchasing a Sheriff's App. He gave a brief overview of the app's capabilities. More information can be found on the website [thesheriffapp.com](http://thesheriffapp.com). A previous app known as RAVE had been tried, but did not catch on with the public.

Buildings – No new building issues. D. Krejci asked if the door to the courthouse had been fixed yet. Sheriff Clague reported it had not as of yet, but it would be happening.

No report on animal control.

The Performance Contract was discussed. Although a performance contract had been previously approved, it was never activated. After discussion it was decided Cody Basham would rework the old contract for approval.

No old business.

No new business.

R. Sandoval asked for a motion for the him to review and sign bills this month. Bills will be on display for Board Member review at the County Clerk's Office. Motion made by J. Link, seconded by K. Rohweder. Motion passed.

Jared Hawkinson reported that the new laptops are almost ready.

K. Rohweder made a motion to adjourn. Seconded by J. Link. Motion passed.

The meeting was adjourned.



# KNOX COUNTY SHERIFF'S DEPARTMENT

David L. Clague

**SHERIFF**

152 S. Kellogg Street  
Galesburg IL 61401  
Office: (309) 345-3733  
Fax: (309) 345-3724

[www.knoxcountysheriffil.com](http://www.knoxcountysheriffil.com)

05-15-20

To: Sheriff David Clague  
From: Lieutenant Keith Rickard  
Re: Monthly Activity Report - **April 2020**

**Patrol Activity:**

Miles of Patrol: **46,153**

Total Calls for Service: **534**

Motorist Assists: **30**

Traffic Crashes: **25**

Alarm Calls: **18**

Fire Calls: **7**

Traffic Citations: **79**

911 Hang-ups: **45**

Domestic Disputes: **12**

Medical Assists: **19**

Traffic Warnings: **17**

**Civil Process Activity:**

Total Number of Papers Served: **86**

Served by Civil Process Division: **80**

Served by Patrol/Other Divisions: **6**

**Knox County Court Security:**

Persons at Security Station: **1381**

Handicapped Assistance: **1**

Inmate Appearances: **0**

Arrests: **0**

Daily Average: **69.5**

Delivery Assistance: **3**

Inmate Video Court: **66**

**Auxiliary Hours:**

Patrol: **0**

Jail: **0**

Courthouse: **0**

Special Details: **0**

**Knox County Jail:**

Federal Inmates in the Knox County Jail: **24**

v2018

# HOUSING

United States Marshal Service Central District of Illinois

Invoice #:	5DF KNOX FY20 APRIL		
Invoice Date:	MAY	11th 2020	Vendor Code: 37-6001167
TIN #:	37-6001167		Address Code: J26
IGA #:	26-03-0037		Log #: PH-
Facility Code:	5DF		Log Date:
25801	Housing	HDH5000D	\$ 44,774.00
FOR USMS USE ONLY			

## Detention Facility:

Knox County Sheriff's Department	
152 S. Kellogg St.,	
Galesburg, IL 61401	
Louis Glossip, Jail Administrator	
Email:	kjailadm@ci.galesburg.il.us
Phone #:	309-345-3737

## Billing for Services Rendered to the US Marshal Service

SOC	Name	Project Code
25801	Housing	HDH5000D
		\$61.00 per Day x 734 Days = \$44,774.00

**Grand Total \$44,774.00**

<b>FOR USMS USE ONLY</b>	
I CERTIFY THAT THE GOODS AND/OR SERVICES DESCRIBED ON THIS INVOICE HAVE BEEN RECEIVED AND ACCEPTED	
USMS Approving Official	Date
USMS Certifying Officer	Date

  
Signature of Authorized Jail Facility Personnel

MAY 11th 2020  
Date

Louis Glossip, Jail Administrator

Printed Name of Authorized Jail Facility Personnel

# TRANSPORTATION

United States Marshal Service Central District of Illinois

Invoice #:	5DF KNOX TRANS FY20 APRIL			
Invoice Date:	MAY	11th	2020	Vendor Code: 37-6001167
TIN #:	37-6001167			Address Code: J26
IGA #:	26-03-0037			Log #: PT-
Facility Code:	5DF			Log Date:
25302-2291	Medical Transportation			HDT5001D \$ 51.45
25302-2292	Transportation			HDT5001D \$473.73
M-20-D26-C-000				
FOR USMS USE ONLY				

## Detention Facility:

Knox County Sheriff's Department  
152 S. Kellogg St.,  
Galesburg, IL 61401

Louis Glossip, Jail Administrator

Email: kjailadm@ci.galesburg.il.us

Phone #: 309-345-3737

## Billing for Services Rendered to the US Marshal Service

SOC	Name	Project Code
25302-2291	Medical Transportation	HDT5001D
25302-2292	Transportation	HDT5001D

(3.00 Hours x \$16.00 per Hour) + (6.00 Miles x \$0.575 per Mile) = \$51.45  
(18.00 Hours x \$16.00 per Hour) + (323.00 Miles x \$0.575 per Mile) = \$473.73

**Grand Total \$525.18**

<b>FOR USMS USE ONLY</b>	
I CERTIFY THAT THE GOODS AND/OR SERVICES DESCRIBED ON THIS INVOICE HAVE BEEN RECEIVED AND ACCEPTED	
USMS Approving Official	Date
USMS Certifying Officer	Date

  
Signature of Authorized Jail Facility Personnel  
MAY 11th 2020  
Date

Louis Glossip, Jail Administrator

Printed Name of Authorized Jail Facility Personnel

# KNOX COUNTY SHERIFF

## Inmate Population Report

4/1/2020 thru 4/30/2020

	NON-SENTENCED		REGULAR SENTENCE		SENTENCED WORK RELEASE		SENTENCED WEEKENDS	
	Number of Bookings	Total No. Days Non-Sentenced	No. of New Sentence	Total No. Days Reg. Sentence	No. of New Sentence	Total No. Days W/R Sentence	No. of New Sentence	Total No. Days W/E Sentence
Male	43	1742	0	100	0	0	0	0
Female	20	338	0	16	0	0	0	0
Total	63	2080	0	116	0	0	0	0

## Average Daily Count

Male	Female
74.37	13.27

# **Committee Meeting Report**

**MARY DAVIS HOME**

**May 17th, 2021**

## **Financial:**

For April 2021, the Mary Davis Home's average population was 14 clients per day. Of that number, 13 of those clients were placed in detention by outside counties. As a result, we billed out \$47,875.00 for childcare costs.

Knox County averaged 1 client per day, saving the county \$3,125.00 in childcare costs.

We have received 2 payments for reimbursement in the amounts of \$87,716.90 and \$79,409.43.

## **Action Items:**

**Old Business:** Construction is still ongoing.

**New Business:** None

**Future items:** Just a reminder that we are currently renting a hot water boiler from MSI at the cost of \$1,000 monthly. We had waited to purchase new due to the need to replace entire boiler system. We did not want to buy anything that would not work with future boiler purchase. We are working on a few alternatives for the time being.

## **Comments:**

## Mileage Reimbursement

**April:2021**

**April :2021**

**9th Judicial Circuit:**

<b>County</b>	<b>April Trips</b>	<b>April Billed</b>	<b>Total Trips</b>	<b>Total Billed</b>
<b>Fulton</b>	0	\$0.00	0	\$0.00
<b>Hancock</b>	0	\$0.00	1	\$0.00
<b>Henderson</b>	0	\$0.00	0	\$0.00
<b>McDonough</b>	0	\$0.00	9	\$720.00
<b>Warren</b>	0	\$0.00	4	\$96.00
<b>Total</b>	0	\$0.00	14	\$816.00
<b>14th Judicial Circuit:</b>				
<b>Henry</b>	3	\$117.00	11	\$429.00
<b>Mercer</b>	4	\$196.00	10	\$490.00
<b>Rock Island</b>	21	\$1,386.00	97	\$7,362.00
<b>Whiteside</b>	1	\$101.00	6	\$606.00
<b>Total</b>	29	\$1,800.00	124	\$8,887.00
<b>Overall Total</b>	29	\$1,800.00	24	\$9,703.00

# **Knox County Mary Davis Home**

## **Monthly Report**

### **May 17, 2021**

Daily Population for May 14th ,2021	Outside Counties	8
	Knox County:	2
	Overall:	10

Mileage billed for April 2021	\$ 1,800.00
-------------------------------	-------------

Montly population for April 2021 :	Outside Counties:	Detention:	13
		Per Diem:	\$47,875.00
	Knox:	Detention:	1
		Per Diem:	\$3,125.00
	<b>Overall:</b>		<b>14</b>

**State Reimbursements:** \$1,077,697.30

**Minutes for Knox County Committee Meeting for Highway, Landfill, Assessor, Zoning, GIS, and IT Wednesday, May 19, 2021 at 6:30PM**

*In accordance with social distancing requirements, Governor Pritzker's Executive Orders 2020-43 and 2020-44, and Section 7(e) of the Illinois Open Meetings Act (see Public Act 101-0640), this meeting will be held virtually.*

Zoom Application: **Meeting ID:** 829 3988 2706 **\*\* or Phone:** 312-626-6799 **\*\***

**\*\* The Zoom Meeting ID and passcode should be part of the email setting the meeting schedule**

**Call Meeting to order**

**Members to Attend:** Cheryl Nache (x), Jeff Link (x), Pamela Davidson (x), Todd Olinger (x), Darla Krejci (x) & Robert Bondi (x);

**Invited Department Heads & Others in attend:** Rod Clear (x), Duane Ratermann ( x ), Sonia Hochstetler (x); Jeremy Karlin (x), Marlon Beal (x);

**Other in attendances:** None

**Public Comment:** None

**Business**

\*Add or Remove Items from the Agenda: Motion to except as is by Dara Krejci, seconded by Cheryl Nache, motion carried unanimously.

\*Approve Open and Closed Minutes of April 21, 2021 Meeting; Motion by Cheryl Nache, seconded by Pamela Davidson, motion carried unanimously.

**LANDFILL**

1. Report: Attached

2. Claims: Attached; Motion to approve by Pamela Davidson, seconded by Cheryl Nache, Nache abstain, Link yes, Davidson yes, Olinger yes, Krejci yes and Bondi yes, motion carried.

3. Action Item:

a. Approve to purchase two (2) thirty-yard roll-off containers for a total cost of \$11,822.00: Motion by Cheryl Nache, seconded by Todd Olinger, motion carried unanimously.

**ASSESSOR/Zoning/GIS**

1. Report: Attached

2. Claims: Attached: Motion to approve by Pamela Davidson, seconded by Cheryl Nache, Nache abstain, Link yes, Davidson yes, Olinger yes, Krejci yes and Bondi yes, motion carried.

3. Action Item:

a. David Erickson nomination for Zoning Board of Appeal: Motion by Robert Bondi, seconded by Cheryl Nache, Nache abstain, Link no, Davidson no, Olinger no, Krejci no, Bondi yes, motion fails to be approved.

4. Use Permits or Zoning Changes: None

5. Sonia Hochstetler reported that Nancy Ekstedt has decided to retire and will be posting the job opening with Scott Erickson within the next couple of days. Additionally, another applicant has come forward to be considered for the Zoning Board of Appeal and the resume/contact information will be forwarded to the Committee Member for review and consideration for the June Committee Meeting and Board Meeting.

**HIGHWAY**

1. Report: Attached

2. Claims: Attached: Motion to approve by Pamela Davidson, seconded by Robert Bondi, Nache abstain, Link yes, Davidson yes, Olinger yes, Krejci yes and Bondi yes, motion carried.

3. Action Item(s):

a. Request Permission to bid & bring back for new tandem dump truck: Motion by Jeff Link, seconded by Cheryl Nache, motion carried unanimously.

b. Approve Topcon Reference Station Host Agreement; Motion by Cheryl Nache, seconded by Pamela Davidson, motion carried unanimously.

**Information Technology "IT" & Help Desk**

1. Report: Attached

2. Update on Google Workspace Migration: Marlon Beal stated that the system was set up and Office Specialist Inc. was working on the problem that internal emails were not compatible with the current email utility Zimbra, which hopefully will be resolved within the next week.

**\*\* The Zoom Meeting ID and passcode should be part of the email setting the meeting schedule**

3. Claims: Attached: Motion to approve by Robert Bondi, seconded by Cheryl Nache, Nache abstain, Link yes, Davidson yes, Olinger yes, Krejci yes and Bondi yes, motion carried.
4. Action Item(s): None
5. Marlon Beal additionally reported that the new Board Computers were received and being worked on and hope to have training sessions for the Board Members at the Bondi Building Conference Room within the next two weeks.

**Approve Claims for All Departments & have the Committee Chair sign the bills/claims: Motion to approve by Robert Bondi, seconded by Cheryl Nache, motion carried unanimously.**

**Old Business: None**

**New Business: None**

**Adjourn: Motion made by Pamela Davidson, seconded by Cheryl Nache, Motion carried unanimously at 7:40P.**

**Respectfully Submitted by: Robert Bondi (note: Each Department Head has provided a summary report(s)/minutes that are attached herein)**

**\*\* The Zoom Meeting ID and passcode should be part of the email setting the meeting schedule**

Landfill: Rod Cleair

Department Report: See Cleair's Department Report

Cleair presented monthly report, which was distributed via e-mail.

A brief discussion was held on the insurance claims that have been and will be submitted regarding the lighting strike that hit the scale house/communication tower in April.

MOTION TO APPROVE purchase of tw0 (2) 30yd containers from Gregory Containers Inc. For a total of \$11,822.00

Motion by: Nache      Second by: Davidson  
Ayes: 5      Nays: 0      Abstain: 0      Motion approved

Three companies were contacted for estimates/bids and only Gregory Containers responded. The cost will be split between line item 012-000-750000-45 Equipment Payment and 012-422-580590-45 Truck lease-hauling.

Rod Cleair

Knox County Landfill  
May 19, 2021

Discussion items:

- Nothing to Report:

Action items:

- Approve purchase of two (2) 30yd containers from Gregory Container Inc. for a total \$11,822.00.

I contacted three companies for estimates/bids and only received one back. Gregory Container Inc. was the only company to submit an estimate/bid (enclosed) for a total of \$11,822.00. If approved the cost will be split between line items 012-000-750000-45 equipment payment and 012-422-580590-45 truck lease –hauling.

Bills:

- Nothing to Report:

Knox County Landfill 2021  
April 2021

<u>Date</u>	<u>Tickets</u>	<u>Tonnage</u>	<u>Amount</u>	<u>Roll-Off rentals:</u>	<u>Y/Total:</u>
04/01/2021	64	250.33	\$ 9,245.77	30yd 20	43
04/02/2021	57	186.03	\$ 7,828.14	20yd 7	12
04/03/2021	23	47.53	\$ 2,022.70	10yd 0	1
04/05/2021	78	265.95	\$ 11,474.02	\$ 11,800.00	\$ 27,320
04/06/2021	62	193.77	\$ 8,288.42		
04/07/2021	42	183.09	\$ 7,834.85		
04/08/2021	40	266.24	\$ 11,010.35	<b>Big River Resources:</b>	
04/09/2021	49	237.53	\$ 9,232.00	40 Loads	179 loads
04/10/2021	11	33.18	\$ 1,557.00	544.59 Tons	2,528.36
04/12/2021	55	319.03	\$ 12,431.38	\$ 23,961.96	\$ 111,248.30
04/13/2021	78	328.15	\$ 13,456.72	<b>Smithfield:</b>	
04/14/2021	96	386.65	\$ 15,720.77	27 loads	136 loads
04/15/2021	97	510.97	\$ 20,832.65	147.25 Tons	808.89 Tons
04/16/2021	71	373.54	\$ 15,676.20	\$ 11,000.00	\$ 57,512.68
04/17/2021	32	93.97	\$ 4,249.84		
04/19/2021	73	397.87	\$ 16,994.22	<b>Trucking Total:</b>	
04/20/2021	63	337.03	\$ 14,154.29	67 Loads	384 loads
04/21/2021	78	396.33	\$ 16,589.85	691.84 Tons	4,332.65 Tons
04/22/2021	87	441.53	\$ 19,170.72	\$ 34,961.96	\$ 222,351.86
04/23/2021	94	541.39	\$ 20,185.01		
04/24/2021	27	50.39	\$ 2,132.73		
04/26/2021	78	538.12	\$ 15,891.48		
04/27/2021	89	440.35	\$ 12,575.09		
04/28/2021	75	413.93	\$ 14,711.62		
04/29/2021	48	283.61	\$ 12,497.44		
04/30/2021	44	188.91	\$ 8,535.54		
<b>Totals:</b>	<b><u>1,611</u></b>	<b><u>7,705.42</u></b>	<b><u>\$ 304,298.54</u></b>		
<b>Year Totals:</b>	<b><u>6,043</u></b>	<b><u>28,228.88</u></b>	<b><u>\$ 1,134,558.01</u></b>		

		<u>Y/Total</u>
Total Revenue Received for April 2021:	\$ 425,989.06	\$ 1,340,727.47
Non Trucking Employee Expenses:	\$ ( 74,119.67)	\$ ( 330,544.61)
All Non Trucking Operating Expenses:	\$ ( 76,260.64)	\$ ( 328,887.86)
Trucking Employee Expenses:	\$ ( 27,278.15)	\$ ( 103,967.95)
Trucking Operating Expenses:	\$ ( 13,985.72)	\$ ( 81,001.88)
EPA fees:	\$ ( 31,424.05)	\$ ( 73,456.57)
Transfer to County Funds:	\$ ( 14,680.94)	\$ ( 162,972.32)
Building bonds:	\$ ( 0 )	\$ ( 77,826.25)
Total Expenditures:	\$ ( 237,749.17)	\$ ( 1,247,453.35)
Revenue Less Expenses:	\$ 188,239.89	\$ 93,274.12

2020-2021

	Tickets	Tonnage	Amount Billed	Revenue Received	Expenditures	Total	County Funds
17-Dec	1,494	7,398.27	\$272,956.59	\$294,448.12	\$333,771.21	(\$39,323.09)	\$60,207.28
18-Dec	1,246	7,639.94	\$284,010.96	\$386,386.65	\$425,029.63	(\$38,642.98)	\$72,440.51
19-Dec	1,135	5,779.18	\$227,718.70	\$257,547.46	\$264,283.34	(\$6,735.88)	\$54,191.97
20-Dec	1,251	6,082.36	\$244,925.36	\$345,418.03	\$297,211.60	\$48,206.43	\$50,570.21
18-Jan	1,359	7,143.93	\$274,587.20	\$274,614.62	\$486,465.64	(\$211,851.02)	\$56,421.48
19-Jan	1,040	5,887.10	\$230,124.20	\$234,891.04	\$259,831.30	(\$24,940.26)	\$53,864.34
20-Jan	1,055	5,363.77	\$218,265.35	\$265,581.27	\$299,031.56	(\$33,450.29)	\$63,019.41
21-Jan	1,025	4,637.41	\$188,606.46	\$202,891.05	\$310,012.55	(\$107,121.50)	\$25,100.82
18-Feb	1,198	6,226.36	\$237,758.40	\$234,891.04	\$259,831.30	(\$24,940.26)	\$45,073.31
19-Feb	1,039	5,945.94	\$228,144.51	\$253,753.70	\$238,141.35	\$15,612.35	\$54,141.09
20-Feb	933	4,710.46	\$191,142.83	\$184,180.71	\$194,397.58	(\$10,216.58)	\$39,261.75
21-Feb	821	3,919.35	\$159,569.83	\$179,546.05	\$195,730.62	(\$16,184.57)	\$37,369.48
18-Mar	1,556	7,887.29	\$300,236.46	\$307,134.88	\$779,741.66	\$27,393.22	\$56,563.40
19-Mar	1,393	7,238.62	\$286,713.68	\$234,165.02	\$208,174.02	\$25,991.00	\$62,216.94
20-Mar	1,143	5,877.76	\$231,065.82	\$190,299.61	\$266,898.61	(\$76,599.00)	\$49,259.45
21-Mar	1,335	5,884.28	\$237,157.82	\$186,833.28	\$206,736.41	(\$19,853.13)	\$35,250.87
18-Apr	1,791	8,589.02	\$333,409.97	\$311,321.91	\$340,967.18	(\$29,645.27)	\$56,087.55
19-Apr	1,602	8,485.62	\$316,123.75	\$316,123.75	\$289,937.75	\$31,185.98	\$62,216.94
20-Apr	1,622	9,115.31	\$260,812.88	\$166,486.17	\$233,505.96	(\$67,019.79)	\$49,259.46
21-Apr	1,611	7,705.42	\$304,298.54	\$425,989.06	\$237,749.17	\$188,239.89	\$14,680.94
Year to Date 18	7,398	37,244.87	\$1,419,343.62	\$1,422,410.57	\$1,700,776.99	(\$278,366.42)	\$272,353.02
Year to Date 19	6,320	35,216.22	\$1,345,117.10	\$1,454,860.98	\$1,744,793.73	\$73,643.24	\$284,304.39
Year to Date 20	5,888	29,679.18	\$1,206,150.26	\$1,064,095.22	\$1,258,116.84	(\$194,021.62)	\$231,800.95
Year to Date 21	6,043	28,228.88	\$1,134,538.01	\$1,340,777.47	\$1,247,453.35	\$93,274.12	\$162,972.32

## Combined Balance Sheet

Knox County

Selection Criteria: Fund: 011 - LANDFILL CLOSING COST      Fiscal Year: 2021      To Fiscal Period: 5      Month 4  
From Account: 0      To Account: 999999999      Include Zero Activity Accounts: ☐

### Combined Balance Sheet - Grand Totals

#### Asset Accounts

101000 - CASH ACCOUNT	\$1,003.70
110010 - IL FDS POOLED INVESTMENTS	\$1,352,421.70
110050 - F&M MONEY MARKET (PAMM)	\$1,028,949.78
110700 - CLOSURE INVESTMENT	\$5,474,685.69
110701 - COMPOSTING INVESTMENT	\$10,464.00
<b>Asset Total:</b>	<b>\$7,867,524.87</b>

#### Liability and Fund Balance Accounts

300000 - FUND BALANCE	\$7,846,210.95
(Excess Revenue Over / Under Expenditures)	\$21,313.92
<b>Fund Balance Total:</b>	<b>\$7,867,524.87</b>
<b>Liability and Fund Balance Total:</b>	<b>\$7,867,524.87</b>

# venue and Expense Report

R : 2021 PERIOD : 5 FUND: 011, 012  
ACCOUNT RANGE : 0 - 9999999999

Knox County  
AS OF : 4/30/2021

SUB-DEPT: All

DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
<b>LANDFILL CLOSING COST</b>							
<b>REVENUES</b>							
00 NONDEPARTMENTAL							
00-430200	INTEREST ON INVESTMENTS	\$80,000.00	\$18,201.33	\$60,763.32	\$0.00	\$19,236.68	75.95%
00-480011	TRANS IN RESERVES	\$466,000.00	\$0.00	\$0.00	\$0.00	\$466,000.00	
	Subtotal NONDEPARTMENTAL:	\$546,000.00	\$18,201.33	\$60,763.32	\$0.00	\$485,236.68	11.13%
	TOTAL REVENUES - :	\$546,000.00	\$18,201.33	\$60,763.32	\$0.00	\$485,236.68	11.13%

# venue and Expense Report

R : 2021 PERIOD : 5 FUND: 011, 012  
ACCOUNT RANGE : 0 - 9999999999

Knox County  
AS OF : 4/30/2021

DEPT: All SUB-DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
<b>LANDFILL CLOSING COST</b>							
<b>EXPENDITURES</b>							
<b>NONDEPARTMENTAL</b>							
00-560000	PROFESSIONAL SERVICES	\$170,000.00	\$9,429.68	\$39,449.40	\$0.00	\$130,550.60	23.21%
00-820000	CONTINGENCIES	\$26,000.00	\$0.00	\$0.00	\$0.00	\$26,000.00	
00-870230	CLOSURE ACTIVITY COST	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	
	Subtotal NONDEPARTMENTAL:	\$546,000.00	\$9,429.68	\$39,449.40	\$0.00	\$506,550.60	7.23%
	TOTAL EXPENDITURES - :	\$546,000.00	\$9,429.68	\$39,449.40	\$0.00	\$506,550.60	7.23%

# venue and Expense Report

R : 2021 PERIOD : 5 FUND: 011, 012  
ACCOUNT RANGE : 0 - 9999999999

Knox County  
AS OF : 4/30/2021

DEPT: All SUB-DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
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## LANDFILL CLOSING COST

YTD Revenue Less Expenses : LANDFILL CLOSING COST : \$21,313.92

# Combined Balance Sheet

Knox County

Selection Criteria: Fund: 012 - LANDFILL

Fiscal Year: 2021

To Fiscal Period: 5

Month 4

From Account: 0

To Account: 9999999999

Include Zero Activity Accounts: ☐

## Combined Balance Sheet - Grand Totals

### Asset Accounts

101000 - CASH ACCOUNT	\$42,839.36
105085 - PETTY CASH	\$250.01
110010 - IL FDS POOLED INVESTMENTS	\$3,662,697.09
110050 - F&M MONEY MARKET (PAMM)	\$151,014.09
110110 - INVESTMENTS	\$158,599.21
<b>Asset Total:</b>	<b>\$4,015,399.76</b>

### Liability and Fund Balance Accounts

300000 - FUND BALANCE	\$3,922,125.64
(Excess Revenue Over / Under Expenditures)	\$93,274.12
<b>Fund Balance Total:</b>	<b>\$4,015,399.76</b>
<b>Liability and Fund Balance Total:</b>	<b>\$4,015,399.76</b>

# Revenue and Expense Report

FUND: 011, 012  
 ACCOUNT RANGE: 0 - 9999999999

Knox County  
 AS OF: 4/30/2021

SUB-DEPT: All

DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
<b>LANDFILL</b>							
<b>REVENUES</b>							
10	NONDEPARTMENTAL						
00-430200-45	INTEREST ON INVESTMENTS	\$90,000.00	\$215.97	\$1,444.14	\$0.00	\$88,555.88	1.60%
00-430700-45	LANDFILL TIPPING FEES	\$3,000,000.00	\$198,480.93	\$1,034,124.57	\$0.00	\$1,965,875.43	34.47%
00-430705-45	CONT TIPPING FEE	\$150,000.00	\$14,432.16	\$55,136.84	\$0.00	\$94,863.16	36.76%
00-430706-45	BLDG FD TIPPING FEE	\$75,000.00	\$0.00	\$20,352.34	\$0.00	\$54,647.66	27.14%
00-430900-45	MISC. REVENUE	\$5,000.00	\$8,250.00	\$8,209.58	\$0.00	(\$4,209.58)	184.19%
00-440311-45	ELECTRONIC RECYCLING	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	
00-480000-45	TRANSFER IN-RESERVES	\$1,079,728.00	\$0.00	\$0.00	\$0.00	\$1,079,728.00	
00-490950-45	GAIN ON SALE OF EQUIP	\$1.00	\$206,600.00	\$220,460.00	\$0.00	(\$20,459.00)	#####
	Subtotal NONDEPARTMENTAL	\$4,399,728.00	\$425,989.06	\$1,340,727.47	\$0.00	\$3,059,000.53	30.47%
	TOTAL REVENUES -	\$4,399,728.00	\$425,989.06	\$1,340,727.47	\$0.00	\$3,059,000.53	30.47%

# venue and Expense Report

R : 2021 PERIOD : 5 FUND: 011, 012  
ACCOUNT RANGE : 0 - 9999999999

Knox County  
AS OF : 4/30/2021

SUB-DEPT: All

DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
<b>LANDFILL</b>							
<b>EXPENDITURES</b>							
<b>NONDEPARTMENTAL</b>							
300-510175-45	ADMINISTRATOR	\$77,379.00	\$8,328.24	\$32,737.12	\$0.00	\$44,641.88	42.31%
300-510200-45	PERMANENT SALARIES	\$483,100.00	\$45,085.27	\$172,370.89	\$0.00	\$310,729.11	35.68%
300-510300-45	PARTTIME LANDFILL	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	
300-510360-45	BENEFIT PAYOUT	\$18,000.00	\$0.00	\$16,129.31	\$0.00	\$1,870.69	88.81%
300-510400-45	OVERTIME WAGES	\$80,000.00	\$6,657.43	\$22,922.78	\$0.00	\$57,077.22	28.85%
300-510500-45	MONTHLY (PER DIEM & MILEAG	\$2,800.00	\$0.00	\$512.37	\$0.00	\$2,287.63	18.30%
300-510550-45	MILEAGE	\$500.00	\$0.00	\$15.81	\$0.00	\$484.19	3.16%
300-530100-45	FICA CONTRIBUTION CO. SHAR	\$45,000.00	\$4,521.89	\$18,177.25	\$0.00	\$26,822.75	40.39%
300-530150-45	IMRF-PENSION CO. SHARE	\$55,000.00	\$4,557.37	\$18,235.17	\$0.00	\$36,764.83	33.15%
300-530180-45	UNEMPLOYMENT CO. SHARE	\$3,000.00	\$38.56	\$1,427.10	\$0.00	\$1,572.90	47.57%
300-530165-45	WORKMANS COMP CO. SHARE	\$34,500.00	\$0.00	\$16,332.44	\$0.00	\$18,167.56	47.34%
300-530170-45	HEALTH/LIFE INS. CO. CHARE	\$100,000.00	\$4,330.01	\$32,211.89	\$0.00	\$67,788.11	32.21%
300-560000-45	PROFESSIONAL SERVICES	\$420,000.00	\$27,616.21	\$78,868.45	\$0.00	\$341,131.55	18.76%
300-560200-45	PROFESSIONAL EMPLOYEE TE	\$1,000.00	\$95.00	\$315.00	\$0.00	\$685.00	\$1.50%
300-560280-45	REIMB FIN SOFTWARE	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	
300-560290-45	REIMB FOR IT SERVICES	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	
300-560500-45	PRINTING & ADVERTISING	\$2,000.00	\$0.00	\$423.20	\$0.00	\$1,576.80	21.16%
300-560550-45	COMM INFRASTR/MAINT	\$20,000.00	\$0.00	\$5,200.00	\$0.00	\$14,800.00	26.00%
300-570510-45	UTILITIES - ELECTRIC	\$9,000.00	\$856.31	\$3,906.02	\$0.00	\$5,093.98	43.40%
300-570520-45	UTILITIES - PROPANE	\$9,000.00	\$0.00	\$2,944.32	\$0.00	\$6,055.68	32.71%
300-580000-45	TELEPHONE	\$7,000.00	\$500.12	\$3,361.60	\$0.00	\$3,638.40	48.02%
300-580400-45	MAINTENANCE OF EQUIPMENT	\$80,000.00	\$4,558.83	\$19,113.92	\$0.00	\$60,886.08	23.89%
300-580550-45	EQUIPMENT RENTAL	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
300-580580-45	LEACHATE DISPOSAL	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	
300-580600-45	TRAVEL/TRAINING	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	
300-580650-45	PROPERTY INSURANCE	\$9,446.00	\$0.00	\$4,723.00	\$0.00	\$4,723.00	50.00%
300-580700-45	VEHICLE INSURANCE	\$9,951.00	\$0.00	\$4,975.50	\$0.00	\$4,975.50	50.00%
300-580800-45	LIABILITY INSURANCE	\$8,513.00	\$0.00	\$4,256.04	\$0.00	\$4,256.96	49.99%
300-580850-45	MARKETING SERVICES	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	100.00%
300-590660-45	LANDFILL ROAD ROCK	\$60,000.00	\$0.00	\$8,997.12	\$0.00	\$51,002.88	15.00%
300-590900-45	CLOTHING/UNIFORMS	\$7,000.00	\$0.00	\$5,813.89	\$0.00	\$1,186.31	83.05%
300-560000-45	REPAIR PARTS/EQUIP.	\$225,000.00	\$7,326.45	\$74,327.68	\$0.00	\$150,672.32	33.03%

2021 11:58:23 AM

Sort ID: BAF155k Operator: kjohnson

## venue and Expense Report

R : 2021 PERIOD : 5 FUND: 011, 012  
ACCOUNT RANGE : 0 - 9999999999

Knox County  
AS OF : 4/30/2021

DEPT: All SUB-DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
<b>LANDFILL</b>							
<b>EXPENDITURES</b>							
<b>NONDEPARTMENTAL</b>							
100-860010-45	BUILDING MAINT. MATERIALS	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	
100-860050-45	OIL GREASE, FILTERS	\$5,000.00	\$0.00	\$266.88	\$0.00	\$4,733.12	5.34%
100-870000-45	FUEL	\$110,000.00	\$6,305.86	\$26,405.73	\$0.00	\$83,594.27	24.01%
100-875000-45	OFFICE SUPPLIES	\$2,000.00	\$0.00	\$278.84	\$0.00	\$1,721.16	13.94%
100-750000-45	EQUIPMENT PAYMENT	\$425,000.00	\$22,448.62	\$135,752.82	\$0.00	\$289,207.08	31.95%
100-750500-45	COMPUTER HARDWARE/SOFT	\$3,000.00	\$754.34	\$1,154.34	\$0.00	\$1,845.66	38.48%
100-820000-45	CONTINGENCIES	\$209,500.00	\$0.00	\$0.00	\$0.00	\$209,500.00	
100-860000-45	TRANSFER TO OTHER FUNDS	\$750,000.00	\$14,680.84	\$162,972.32	\$0.00	\$587,027.68	21.73%
100-860004-45	TRANS FOR GF ADMIN COSTS	\$5,830.00	\$0.00	\$0.00	\$0.00	\$5,830.00	
100-860794-45	TRANS FOR IT INFRASTRUCTU	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	
100-865000-45	BANK CHARGES	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	
	Subtotal NONDEPARTMENTAL:	\$3,340,520.00	\$159,261.25	\$887,168.70	\$0.00	\$2,453,351.30	26.56%
<b>TREASURER</b>							
120-590630-45	BILLING COSTS	\$15,000.00	\$1,250.00	\$6,250.00	\$0.00	\$8,750.00	41.67%
	Subtotal TREASURER:	\$15,000.00	\$1,250.00	\$6,250.00	\$0.00	\$8,750.00	41.67%
<b>TRANSPORTATION</b>							
120-510200-45	TRUCK DRIVERS	\$188,500.00	\$18,180.01	\$67,512.67	\$0.00	\$120,987.33	35.82%
120-510300-45	PARTTIME TRUCK DRIVER	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	
120-510400-45	TRUCK DRIVERS OT	\$25,000.00	\$3,545.35	\$12,060.60	\$0.00	\$12,939.40	48.24%
120-530100-45	TRUCK DRIVERS FICA CO SHARE	\$19,000.00	\$1,608.35	\$6,142.38	\$0.00	\$12,857.62	32.33%
120-530150-45	TRUCK DRIVERS IMRF CO SHA	\$22,000.00	\$1,620.95	\$6,139.13	\$0.00	\$15,860.87	27.91%
120-530180-45	TRUCK DRIVERS UNEMPL CO S	\$2,500.00	\$0.00	\$485.72	\$0.00	\$2,004.28	19.83%
120-530170-45	TRUCK DRIVERS H/L CO SHARE	\$47,000.00	\$2,323.49	\$11,617.45	\$0.00	\$35,382.55	24.72%
	Subtotal TRANSPORTATION:	\$304,001.00	\$27,278.15	\$103,967.95	\$0.00	\$200,033.05	34.20%
<b>HAULING</b>							
122-580590-45	TRUCK LEASE - HAULING	\$135,000.00	\$6,532.69	\$35,978.52	\$0.00	\$99,021.48	26.65%
122-680000-45	REPAIR PARTS - HAULING	\$110,000.00	\$4,681.02	\$26,985.03	\$0.00	\$83,014.97	24.53%
122-670000-45	FUEL - HAULING	\$100,000.00	\$2,802.01	\$18,038.33	\$0.00	\$81,961.67	18.04%
	Subtotal HAULING:	\$345,000.00	\$13,985.72	\$91,001.88	\$0.00	\$263,998.12	23.48%
<b>SOLID WASTE PLAN</b>							

2021 11:58:24 AM

ort ID: BAF155k Operator: kjohnson

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# venue and Expense Report

R : 2021 PERIOD : 5 FUND: 011, 012  
ACCOUNT RANGE : 0 - 9999999999

Knox County  
AS OF : 4/30/2021

SUB-DEPT: All

DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
<b>LANDFILL</b>							
<b>EXPENDITURES</b>							
<b>SOLID WASTE PLAN</b>							
700-870000-45	OTHER CHG/IEPA FEES	\$225,000.00	\$31,424.05	\$73,456.57	\$0.00	\$151,543.43	32.85%
	Subtotal SOLID WASTE PLAN:	\$225,000.00	\$31,424.05	\$73,456.57	\$0.00	\$151,543.43	32.85%
<b>OPENING</b>							
710-590890-45	WELL DRILLING	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
	Subtotal OPENING:	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
<b>MONITORING</b>							
730-590710-45	LABATORY ANALYSIS	\$70,000.00	\$4,550.00	\$17,782.00	\$0.00	\$52,218.00	25.40%
	Subtotal MONITORING:	\$70,000.00	\$4,550.00	\$17,782.00	\$0.00	\$52,218.00	25.40%
<b>BUILDING BONDS</b>							
350-810000-45	TRANS FOR BOND PRINCIPAL	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00	100.00%
350-825000-45	TRANS FOR BOND INT	\$5,207.00	\$0.00	\$2,826.25	\$0.00	\$2,380.75	54.28%
	Subtotal BUILDING BONDS:	\$80,207.00	\$0.00	\$77,826.25	\$0.00	\$2,380.75	97.03%
	TOTAL EXPENDITURES - :	\$4,399,728.00	\$237,749.17	\$1,247,453.35	\$0.00	\$3,152,274.65	28.35%

# Revenue and Expense Report

YEAR : 2021 PERIOD : 5 FUND: 011, 012  
ACCOUNT RANGE : 0 - 9999999999

Knox County  
AS OF : 4/30/2021

SUB-DEPT: All

DEPT: All

Ledger ID	Ledger Description	Current Budget	Current Act	YTD Act	Encumbrances YTD	Remaining	Percent
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012 LANDFILL

YTD Revenue Less Expenses : LANDFILL \$93,274.12

5/7/2021 11:58:24 AM

Report ID: BAFI55k Operator: kjohnson



# Gregory Container Inc.

1385 Industrial Drive

Kahoka, MO 63445

Office: (660) 727-135 Fax: (660) 727-1352

[www.gregorycontainer.com](http://www.gregorycontainer.com)

<b>TO:</b>	Knox County Landfill 200 South Cherry St Galesburg, IL 61401 Rod (309) 375-6045	<b>Quote Date:</b>	<b>Salesman:</b>
		<b>4/6/2021</b>	<b>Jed Westercamp</b>
		<b>Inquiry Date:</b>	<b>Quote #:</b>

## Quotation

Quantity	Description	Price	Amount
2	30YD 22FT Main Rail Open Top Rectangular Roll Off 1/4" Floor 3/16" Top Tubing 24" Post Spacing Cable Understructure  (painted and primed the colore of your choice)	\$5,711	\$11,422
1	Freight (1/2 Load)	\$400	\$400
Prepared By: Jed Westercamp		<b>TOTAL</b>	<b>\$11,822</b>

Assessor Minutes May 19, 2021

My report is out there, I have been doing a lot of zoning since I rolled over to Scott. I have been working hard to clean up the zoning office, find things and arrange. Mary has hard to get Dee up to snuff on things. We have had a lot of permits coming in because of spring and the anticipation of better weather. The GIS report is out there if you have any questions on those let me know. I did get rid of all the Shred. I had 20 years of retention, over the winter when I had down time from Devnet. They came and picked it up Monday. I am thankful to offload some documentation. Bondi asked if there were any action items. I said no I did not. I did shoot out to all the committee members; I had a conversation and have been spreading the word that we needed a zoning member. I did spread out to you guys if you had a chance to look at it. Joshua Rollins had contacted me and is interested in the zoning, but if you want to wait on that, and contemplate for the next meeting. I just tried to spread it out to everybody, or if anybody had a chance to look at it. Does anybody know him or have any thoughts? Bondi asked if that was the gentleman that was on another, or sat on another committee already? Yes, He is on the township board, Mr. Link also stated that he is on the township board. Scott responded and said that he does not see anything that keeps him from being on the ZBA. He would be Disqualified to be a Board of Review member. Scott did not see anything to be a concern for the ZBA. Unless Jeremy had anything. I did not find anything that told me one way of the other.

Bondi stated that since I sent the resume out to everyone, did we want to vote on him to bring him to the county board? This is open discussion right now. Pam said that she wanted to wait because she wanted to personally call him. I stated that I had asked him to be on the meeting tonight, but unfortunately, he thought he might be done by 7 o'clock he might be available he had an event to be at. So here in a few minutes he might be calling in if you wanted to ask him questions tonight. Otherwise if you just want to call him, we have enough board members, we are having a June 2<sup>nd</sup> ZBA meeting happening thankfully. We have had some things on the burners that we have needed to situate. That is happening. It has had legal posting. This would just be the icing to top off the board so!

Jeff Link said that he knew Josh and he would probably be fine. Darla said she would like clarification board that have been township trustees. Bondi said we will run that by Jeremy before we bring it forward next month. Todd said that he just got a text from Jeremy and he got pull away for a police department call. He will get back on when he can. Bondi said that it seems that several committee members want to have a conversation with this gentleman. I said that I asked him about being on the county board meeting if you wanted to ask him question. Or we can wait till next meeting, or if you want to give him a call all his numbers are on the resume. Or I can have him where you can all chat with him. Bondi said it sound like they want a direct conversation with him first.

I did not have anything else, just working away. Bondi stated that the other item we did not finalize from the last meeting was David Erickson's nomination. For some reason it was called off the board meeting and we should deal with that. So, at this time I make a motion to approve his nomination is there a second? Cheryl second the motion. Bondi asked for conversation. Cheryl stated that she thinks that David would do well, and he knows how to separate himself from the issues, you know that surround this, he has always seemed to be fair before, you know some things will always bother me, but

you know you just got to move forward and hope that all of us end up doing the right things when we are suppose to. Bondi said that he openly acknowledges that any time there was a conflict of interest that he would have to vote on that he would abstain from being involved with that. Cheryl said she was very good with that. Bondi asked for any other conversation or comment, Pam said yes. She had talked David; she had seen him at Innkeepers. She had also texted him that night, congratulations. He said that if he is on it that is fine, if he is off it that's fine. One of the issues that was brought up to Pam was that they did not think he would refrain himself. Is the lawsuit done with? I said NO. Bondi said I do not think so, but we would have to ask Jeremy when we could. I said I would just say no because I have been in contact with the attorney, he has been keeping me up to date on where they are at. They have not finalized, that I am aware of and I talked to him a couple of days ago, Ben Jacobi. Pam said you know he is a very big part of that. Pam said that would be her only issue. David is a great upstanding person, and I like David. But when somebody has a lawsuit against the county and especially for Zoning and the procedure about the zoning and renewable energy the wind that is a big issue. Bob stated that Jeremy had reviewed that issue and even gave him a go ahead. Link said we all know David and David would be very good. The timing is just not right with the lawsuit pending. Link said if you move David ahead what are you doing with Josh? Pam said that right and Josh is still sitting out there, I do not know who said that (Link did) your correct I agree with you Jeff. Cheryl said that just goes under what I just said that we got to hope that people do the right thing, we cannot constantly have not enough people on our boards. I agree with Pam that it do not work for someone, I got to hope that David would do the right thing when he needs too. Bob said fair enough, are we ready to call the roll? Cheryl said I am.

This is Dawn, I know that several People have brough up this issue and I do have an issue is the lawsuit is still going. Now once it is resolved, I don't know Mr. Erickson at all, so I am going to have to base it on what people have brought in my district have asked me and I am going to have to vote no at this point. Bondi said, well just keep it in mind he is on the zoning procedural board and most of it is a separate item. Nothing he does or does not do will not have anything to do with that lawsuit. Am I incorrect in my thought process? Link said it was the zoning board that approved the wind farm to go through in the county. I said right so (Cheryl said the zoning board of appeals approved it) it is all officially approved. It is officially an approved conditional use, for the county. That is on the books on that date. What has happened and their lawsuit is looking at the intricacies of how it happens, and it does not take away that it has been approved. It could take 4 years to be completed. My conversation with Ben Jacobi, were where do we go and what do we do? I had the Knox County LLC Wind Farm that did the petition came to me asked, they wanted some information, I was like I do not know if I can do anything. So, I reached out to Ben, and said I do not think I can do what this gentleman wants. He wants me to sign this document. I am not going to sign it until I know from council whether I can sign it. He said oh and looked it over changed a little verbiage and Jeremy looked it over and Ben said, you can sign this because the actual conditional use for this wind farm its already approved. It could be three or four years before this is settled. Or it could be settled in 6 months. These cases can take a long time. They can move forward and begin to do things. They may not want to construct one because they may have to tear it down if something changes. They have a right to move forward on some things. So just FYI, it could be a long time before this is totally resolved. Link we need Jeremy for clarification, the lawsuit is on if it went through the right channels to be approved. So, if the lawsuit ever got any footing, it could go back to the zoning board of appeals and start all over, is that (Pam said, correct). If all points were conceded on, I do believe that there are multiple points that have were (I am not going to come up with the right word because I am not an attorney) but they were put aside, there are already points that the

judge has said nope that doesn't work, this one is not valid, this is not valid. One or two are not final. But that is still nothing because it is not final. That is just part of the process. I do not know I wasn't going to bring Mr. Erickson to the board. Only because of that. I personally put the work out. We have Josh who is interested. I have a couple of other names that have been provided to me to contact. If you have wariness about him, not that he wouldn't be great, but thankfully we have a few other people that might be interested, so that might be the way to go right now because we don't know how this is going. There is lots of time, we are always going to need somebody. Bondi said, it was my understanding last month at the county meeting it was taken off the agenda because we did not at the committee level give approval to go one way or the other. I said I did not know that. Pam said, I do not think that was it, I just think Kyle did not say nothing to me. Bondi said that is what he was told. Link said that the feedback that he got was that it was going to be a 50/50 split vote. There was enough dissention that it got pulled. Cheryl said that she did not want to go with anything that would make the constituents think that she would vote on anything that would stand in the way of the renewable energy. The only thing is like I said I would hope he would do the right thing. Also, the taxpayer are the ones paying me and they are also wanting me to do my job. So, in that case I will probably abstain. I said, can I make another comment regarding your reference to putting Dave Erickson on. A point that was brought to me since this last meeting. This was brought to me by the county attorney. The representation for this wind farm, against David, the company that applied for the conditional use, the Knox County Wind Farm LLC, got wind we may be considering putting him on the board of ZBA, and they are very concerned because they feel we may be turning away from wanting wind farms. So, I do not mean to take anything away from him but, that is what Ben Jacobi brought to me, that was brought to him, that concern. It scared them and they came to him and said he OMG are they backing out, is Knox County backing out on wanting to do wind farms, because the guy that is suing us is maybe going to be on the zoning board of appeals. So, for that light it may not be the right time to have him on the board. I am just throwing it out there. (Todd said that we had a plenty of votes that were for wind farms, it is only one guy how democratic would it be) I said oh I know, I know. How Democratic would we be if we did not accept him just because we disagree with the wind farm? Well we all disagree about things. I said absolutely. He said that is why we are here. And did he really disagree or did he just. He said he is suing on how it was passed, (I Apologized for stepping over) it wouldn't be democratic is we voted the same on everything, all of us, that wouldn't sound very transparent. Todd said if he disagrees with it, I am ok with that. I am judging him by his character. I do not know him, but I trust what Pam has to say. I think that I would probably vote yes to him. Bondi said go ahead Jeff. Jeff said he is very against the wind farms if the attorney for the count sees a conflict, that is a huge red flag to me. Bob said it was not the county attorney it was the attorney for the county. I said sorry it was not Jeremy it was Ben Jacobi. And he is representing the county. I didn't mean to say that he said that he felt it was a conflict, I don't think he thought that maybe it was the best move, I don't want to put words in his mouth. Because I didn't write it down everything, he said about it. He said that that did not look well to the Wind Farm company to put somebody on the board that is staunchly fighting them, and they were very concerned that we were turning our minds against it. Cheryl said, That's still an attorney and I think we should talk to Jeremy and I think that Jeremy needs to hear what was said, because this is, (I said, this is Important), Pam said I think we should call the question, Cheryl said I think so to. Bondi said he will call the roll.

Roll was called and the motion did not carry.

Bob asked if I had anything else. I stated that I had one thing left and that it was last minute. Just FYI Nancy is retiring. She is my Deeds; she takes care of all the deeds for the office. She has given her two weeks for retirement. Once everything is situated there I will be hiring. In the county. So, I will be looking for a new office deputy. Bondi said this is just refilling a space so there is no, nothing associated with personnel or anything. I said no. I just wanted to FYI you. Bondi asked about any use permits or zoning changes. I said no. We must bring them to the ZBA before they come to the board. We do have some conflicting verbiage in the Resolution. Your bringing that forward now right. I have given them all the information on it and then, we are going to be changing the verbiage to correct this conflict. Then I am new to this but then we will bring it to you guys right? It will be brought forward in the June meeting. Bondi asked if that was it Sonia? I said yes.

Bondi said we have your claims and bills are all in your packets is there a motion to approve the Assessors bills.

Cheryl is abstaining because she does not have her iPad.

Bob said we will move on to the highway report.

Pam said she had a couple of questions. I know that the winery that they were, had a (I said Violation) Violation, has that been corrected. I said yes ma-am, yes, they have completed their permit and paid the double fees yes. Pam said they also, Bob, the winery wanted to purchase some land, did we ever work that deal out? Bondi said we have not done anything as of yet.

Pam asked if I have taken the test yet. I said I go on Tuesday the 25<sup>th</sup>. Pam said ok. I said I am passing it. That is it. I am studying it is good. Bob said good luck to you, Cheryl and Pam said good luck.

Sonia M Hochstetler

**ASSESSMENT / GIS / ZONING REPORT**  
**May 19, 2021**

**ASSESSMENT OFFICE**

The 2020 Final Equalization Factor came on May 5<sup>th</sup>. I have been working on any Exempt properties that have been received from the IDOR for 2020. We have been working on 2021 and all the new exemptions. I have spent most of my time working with Mary and DeAnna. We have been getting the Zoning Department organized.

**ZONING**

The ZBA did not have any hearings in April 2021. The Zoning Department sent out 6 violations. There were no Adjudication hearings in March of 2021.

The Zoning office issued eleven (11) building permits for April of 2020 compared to twenty (20) building permits for April 2021.

DeAnna has been issuing permits, working on the upcoming ZBA hearing scheduled for June 2<sup>nd</sup>. We currently have some violations but have not received items necessary to have a hearing. Sonia and I have been in communication with the Ben Jacobi in reference to the Wind Farm lawsuit. I have reached out to the Townships in the North West side of the County to see if they can spread the word that we are looking for another Zoning Board of Appeals member.

**GIS REPORT**

There have been several requests for GIS data and I am processing those. The Abingdon FPD approved their maps and they are printed awaiting pick up. They requested smaller versions for portability as well. I have a map-book product that I use for Knox County, based on townships. I will need to alter it a little since the AFPD extends into Warren County. The Village of Williamsfield has still been in contact and I have provided them with all the information that I could. At some point they will probably be asking for some tax code changes to reflect their boundaries.

Due to changes the FAA made to Part 107 I was able to get current on my drone certification without going to a testing center. It was much more convenient, as well as being free. We hope to get some imagery of a bridge project that is getting ready to start. Prior to that I need to get liability insurance for the drone since I did not renew the policy last year. Previously our insurer was Global Aerospace and they again were the lowest quote. An annual policy with a \$2 M liability cap is \$683.

The trip to the Highway Department was unsuccessful as far as getting the software upgraded. I have submitted a ticket and will get it straightened out with IT so I can do the upgrade.

The mapper has started with map updates and I have assisted them with a couple of issues. I am hoping to find time to update the online maps and create one for internal use that has more features. I have been requesting feedback and have had some suggestions on possible improvements.

Sincerely,  
Bill Lotz

Respectfully submitted,

Sonia Hochstetler, CIAO  
Zoning Admin. /GIS Dept. Supv.

1

**Highway Dept.  
May 19, 2021  
Minutes**

**Highway:** Duane J. Ratermann, County Engineer

**Department Report:** Distributed to Committee Members prior to the meeting via email.

Member Nache questioned Ratermann about the current staffing situation at the Highway Department with the widespread "labor" shortage. Ratermann stated the Highway Department currently had all of its full-time positions filled. Ratermann added the Highway Department is searching for a couple of young adults to fill some seasonal part-time positions.

**1. ACTION ITEM: Request Permission to bid & bring back for new tandem dump truck cab & chassis.**

*Motion by LINK Second by NACHE.*

Member Nache questioned why there is a 1 year delivery time on a truck cab & chassis. Ratermann stated there is a worldwide shortage of computer chips/semi-conductors that is affecting the manufacturing of trucks and automobiles.

*Ayes - Nache, Link, Davidson, Olinger, Krejci, and Bondi - (6); Nays - (0); Abstain - (0); Motion Carried*

**2. ACTION ITEM: Approve Topcon Reference Station Host Agreement**

*Motion by NACHE Second by DAVIDSON.*

Member Link questioned the \$1,600 subscription fee, the internet connection and insurance. Ratermann stated that Topcon's standard procedure is to waive the annual subscription fee for the Host, the IT Department does not feel the internet usage will be an issue and Topcon will be responsible for insuring their equipment. Member Bondi questioned whether State's Attorney Karlin has reviewed the Agreement. Ratermann stated that Mr. Karlin has not reviewed it but Ratermann will present the Agreement to Mr. Karlin for his review prior to the County Board meeting next week.

*Ayes - Nache, Link, Davidson, Olinger, Krejci, and Bondi - (6); Nays - (0); Abstain - (0); Motion Carried*

*Motion by DAVIDSON and Second by BONDI to pay Highway Department claims for May 2021.*

*Ayes - Link, Davidson, Olinger, Krejci, and Bondi - (5); Nays - (0); Abstain - Nache (1); Motion Carried*

## COUNTY HIGHWAY DEPARTMENT

Department Report

05/19/2021

### ACTION ITEMS:

- a. Request Permission to bid & bring back for new tandem dump truck cab & chassis.
- b. Approve Topcon Reference Station Host Agreement

FINANCIAL ITEMS: See Claims Summary

### CURRENT OPERATIONS:

- Spread 3,400 tons of shoulder rock on County Highways 1, 10, east end of 35, west end of 2 and a small portion of 34.
- Installed a cross-road culvert for Elba Township.
- Completed some ditch cleaning on county highway 12, north of Illinois Rte. 167.
- Cut brush on county highway 8 in advance of the bridge replacement project.
- Hauling and stockpiling various types of aggregate for projects scheduled for this summer.
- Replacing and repairing signs.
- Patching as needed.
- The new dump truck we purchased last year was delivered and put into service May 10.
- The new John Deere lawn mower has been delivered.

### COUNTY HIGHWAY 8 BRIDGE UPDATE

Curnyn Construction is experiencing delays in lining certain materials up for this project and has requested a delay in start for the middle of June. The IDOT has granted the request.

### RIO TOWNSHIP BRIDGE UPDATE

Curnyn Construction has completed installation of the piling and abutment caps. Installing riprap this week. Right now we are being told the delivery of the precast concrete deck beams is delayed and they won't be available until June.

Respectfully submitted,

Duane J. Ratermann, P.E.  
County Engineer

**Board Letter  
County of Knox, Illinois  
May 26, 2021**

**Department:** *HIGHWAY*

**Agenda Item:** *Approve bid and bring back for new tandem dump truck cab & chassis.*

**Background:** *The dump truck to be replaced is to be determined next year. There are a couple of potential candidates.*

*There is a lengthy delay in acquiring new trucks right now. I'm being told by truck dealers it will take up to a year for a new cab and chassis to be manufactured and delivered. In order for us to stay current on our dump truck fleet I feel it is in our best interest to begin the process now.*

**Budget Impact:** *The budgeted amount for this purchase is \$115,000 for the cab/chassis.*

*The purchase of the new tandem dump truck cab/chassis will be included in the FY 2021-2022 Highway Fund budget.*

**Recommended Action:** *Approve bid and bring back for new tandem dump truck cab & chassis.*

**Supporting Documents:** *N/A*

**Board Letter**  
**County of Knox, Illinois**  
**May 26, 2021**

*Survey work approved Station GPS signal*

**Department:** HIGHWAY

**Agenda Item:** Approve Topcon Reference Station Host Agreement

**Background:** We were recently approached by Topcon Positioning Systems, Inc. regarding the installation of a Global Position System Reference Station on the Knox County Highway Department property. Topcon maintains a reference station network throughout the United States. They sell subscriptions to their network enabling subscribers to utilize GPS equipment in activities such as surveying and construction. Right now Topcon has a weak spot in their coverage area between the Quad Cities and Peoria. Installing a reference station at our facility would eliminate that weak spot and improve the accuracy of the GPS signal for their subscribers in this area.

Topcon will waive the annual network subscription fee (currently \$1,600) for Knox County Highway Department in return for hosting the reference station. We will need to purchase some equipment in order to fully utilize the GPS network. I intend to budget for that equipment in the next few years.

**Budget Impact:** There is no cost to Knox County and therefore no budget impact for this agreement.

**Recommended Action:** Approve Topcon Reference Station Host Agreement

**Supporting Documents:**

1. Reference Station Host Agreement

## Reference Station Host Agreement – (Topcon Owned)

This Reference Station Host Agreement (the "Agreement") is made between **Topcon Positioning Systems, Inc.** ("TPS"), having its place of business at 7400 National Drive, Livermore, CA 94551 and the **Host** listed below:

Host Name: Knox County Highway Department

Host Address: 1214 U.S. Highway 150 East, Knoxville, IL 61448

Effective Date: \_\_\_\_\_ (the "Effective Date")

TPS is building a GNSS reference station network to create "**TopNET Live**". A reference station consists of all hardware (including GNSS+ reference stations, GNSS+ antennas, antenna cables, data cables, power cables, power supplies, computers and communication devices) necessary for the purpose of collecting raw GNSS+ data and transporting such data back to a TPS facility (a "**Reference Station**"). Host has agreed to be part of TopNET Live Hosting a TPS- owned Reference Station under the terms and conditions of this Agreement.

This Agreement consists of the following three items:

1. this page;
2. Schedule A attached; and
3. the attached Terms and Conditions.

Changes to this Agreement shall not be deemed effective unless noted on a separate document and signed by both Parties.

**Host**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: Jared M. Hawkinson

Title: Chairman, Knox County Board

**Topcon Positioning Systems, Inc.**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Title:

**REFERENCE STATION HOST AGREEMENT (TOPCON OWNED)  
SCHEDULE A**

**Network Reference Station Data**

☐ Original Installation

☐ Change Data

Dealer Name:

Dealer

Contact:

Contact

Phone:

Host Name: Knox County Highway Dept.

Host Contact: Duane J. Ratermann

Host Phone: 309-289-2514

**Equipment / Site Location (may be a customer site)**

Address: 1214 U.S. Highway 150 East

City: Knoxville

State: IL

Zip: 61448

Site Contact: Duane J. Ratermann

Phone Number: 309-289-2514

Cell Phone Number: 309-221-1676

After Hours Contact: Duane J. Ratermann

Phone Number: 309-289-2514

Cell Phone Number: 309-221-1676

Access Requirements / The Knox County Highway Department's normal business hours are Monday  
Comments: thru Friday, 7:30am to 4:00pm. The facility is locked and inaccessible the rest of the time.

**Reference Station**

Serial Numbers:

Comments:

**Purchase Option**

At any time prior to removal of any Reference Station by TPS, Host may purchase the Reference Station at the Site subject to the following:

- a. Host provides TPS written notice of its intent to purchase the Reference Station;
- b. Host pays a one-time payment to TPS an amount equal to \_\_\_\_\_% of then current list price for the Reference Station within 14 days of providing the written notice;
- c. TPS provides no warranties concerning the Reference Station or its operation; and
- d. TPS may continue to access and freely use the data from the Reference Station for any purpose.

## **Terms and Conditions**

### **1. TPS Obligations; Site, Installation and Ownership.**

TPS agrees, as it deems necessary in its discretion, to install one or more Reference Stations at the site(s) listed on **Schedule A, Network Reference Station Data** (the "Site"). Host shall, at Host's sole expense, provide (or ensure that each Site provides) uninterrupted 110V power and internet service either by connection to existing WAN/LAN or DSL on a 24 hours a day 7 day a week basis. Any and all expenses in connection with the installation, operation and removal of the Reference Station are the responsibility of TPS. Host will not be responsible for any damage, loss or theft of any equipment, hardware or software installed or placed by TPS at the Site, but agrees to assist TPS with any insurance claims it may choose to file.

### **2. Host Obligations; Ownership of Reference Station.**

Host hereby grants TPS access to the Site to perform necessary work for installation, maintenance and repair of the Reference Station and grants TPS the right to access and use (at no cost) uninterrupted 110 volt electrical power and uninterrupted internet for the Reference Station at the Site. Upon reasonable notice to Host by TPS, Host will grant TPS access to the Site for purposes of repairing, maintaining, replacing, upgrading and/or removing the Reference Station.

As of the Effective Date, and at any time this Agreement is in effect, Host will promptly advise TPS if any other GNSS receiver shares the same physical address. Under all circumstances, Host will keep each Site free of any other devices which may interfere with the proper functioning of the Reference Station(s). Host has the authority to grant the right to TPS to access and to install and maintain the Reference Station(s) at the Site(s). Host shall not remove, relocate or modify a Reference Station from a Site, without the prior written permission of TPS. If Host desires to remove a Reference Station from a Site or from its installed position, Host must give TPS at least 90 days prior notice. Host must notify TPS immediately if the reference station hardware is inadvertently tampered with, relocated, removed or in any way modified at:

**Topnet Live System Administrator**

**Phone:** 888-888-8888

**Email:** [TopnetLive\\_admin@topeon.com](mailto:TopnetLive_admin@topeon.com)

If Host is in breach of its obligations, TPS may immediately discontinue access for the host to the Reference Station Network as described as compensation in section 3.0.

Unless Host exercises the Purchase Option, each Reference Station at all times remains the property of TPS and shall remain at the Site, unless removed by TPS in accordance with this Agreement. This Agreement does not grant to the Host any license (implied or otherwise, or other similar right to use) for any intellectual property rights of TPS. Host shall not remove any markings or indications from a Reference Station showing its ownership to TPS.

### **3. Compensation; No Warranties.**

In exchange for its obligations hereunder, TPS shall provide Host, at no charge, 1 annual subscription that will remain active for each year that a Reference Station is operating as part of the TopNET Live RTK Network. Such subscription is per year and unused subscriptions do not carry over to the following year and shall be the only remuneration which Host is entitled to receive for fulfilling its obligations hereunder; Host is not entitled to any profits, derivative payments, royalties or the like. Host's use of the subscriptions will be conditioned upon Host's agreement to the standard TopNET Live subscription terms and conditions.

Host may use data from a Reference Station located at a Site and from TopNET Live solely for its own internal use and not for redistribution, resale or any other purpose unless expressly authorized by TPS.

TPS without restriction may use the data generated by the Reference Station(s) for any purpose at any time. This includes, without limitation, selling subscription services to third parties for access to and the use of data generated by the Reference Station(s).

TPS MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, CONCERNING THE OPERATION OR ACCURACY OF THE REFERENCE STATION(S) OR THE ACCURACY OF ANY DATA GENERATED BY SUCH REFERENCE STATION(S). **THE REFERENCE STATIONS AND ALL DATA ARE SUPPLIED BY TPS ON AN AS IS BASIS.** ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY EXCLUDED. TPS WILL NOT BE LIABLE FOR ANY INTERRUPTION IN DATA AVAILABILITY, INACCURATE DATA OR FOR ANY OTHER MATTER CONCERNING THE REFERENCE STATION OR THEIR DATA OUTPUT. In no event shall TPS be liable for any damages or other claim including any claim for lost profits, lost savings or other incidental or consequential damages arising out of the use or inability to use, or the data derived from, the Reference Station(s).

#### **4. Term and Termination.**

This Agreement shall remain in force: (i) for 3 years from the Effective Date and thereafter until terminated by either party upon 30 days written notice; or (ii) until terminated by TPS in the event of a breach of this Agreement by Host. Upon termination of this Agreement and if Host does not purchase the Reference Station, TPS will remove the Reference Station from the Site, using reasonable care not to damage the Site and remove Host's access to TopNet Live.

#### **5. Confidentiality.**

Host agrees to keep confidential and not to reproduce, copy, transmit or otherwise share any of TPS', its parent's or affiliates', Confidential Information. If any Site is owned controlled by a third party, Host shall require the Site owner/occupant to abide by the Confidential Information requirements of this paragraph. "Confidential Information" includes any proprietary information which under the circumstances should reasonably be treated as confidential, including without limitation: (i) all trade secrets, "know-how," technology and technical information, product information, drawings or designs, models, computer code, or similar information and any and all manuals or other media for these products or technology; (ii) any and all versions of TPS' proprietary computer software, hardware and documentation; (iii) other proprietary software, hardware, documentation and information later created, developed or produced by TPS; and (iv) any other information not generally known to the public including information about TPS' products, operations, personnel or services.

If Host becomes legally compelled to disclose any of the Confidential Information, it shall give TPS immediate notice so that TPS may seek a protective order or other remedy and Host will provide reasonable assistance to TPS. In addition to other remedies, TPS shall be entitled to injunctive relief to prevent any violation of this paragraph. The obligations of this paragraph 5 shall survive the termination of this Agreement.

#### **6. Miscellaneous.**

If any provision of this Agreement shall be determined to be unenforceable, the remainder of this Agreement shall not be affected and any such unenforceable provision shall be reformed so as to be enforceable to the fullest extent permitted by law. This Agreement shall be governed by and construed in accordance with the laws of the State of California. All suits and claims shall be made only in state or federal courts located in such state. No failure or delay by either party in exercising any of its rights under this Agreement shall operate as a waiver of such rights. This Agreement is for the benefit of TPS and its affiliate, parent and subsidiary corporations and binding upon Host and its affiliates.

**Minutes for the  
Information Technology "IT" Department Monthly Committee Meeting  
May 12, 2021**

*In accordance with social distancing requirements, Governor Pritzker's Executive Orders 2020-43 and 2020-44, and Section 7(e) of the Illinois Open Meetings Act (see Public Act 101-0640), this meeting will be held virtually.*

**1) Call Meeting to Order at 9:30AM**

Committee Member in attendance: Sara Varner (x), Robert Bondi (x), Jared Hawkinson (x)  
Department Members in attendance: Jeremy Karlin (x), Marlon Beal (x);  
Minutes for the IT Committee meeting on 4-21-21 were attached and accepted unanimously.

**2) Any Public or County Department Comments: None**

- 3) Report from Karlin:** It was reported that the new software being installed in the State Attorney's Office is very powerful and works well but isn't compatible with Google and needs to interact with Microsoft Programs. Mr. Beal indicated that he felt this could be worked out and would be in contact with the vendor accordingly. Also, a comment was made that the hard drive needs to be expanded for Mr. Karlin's Office and Mr. Beal would go out for bid to get this project immediately processed.

- 4) Report from Beal:** The Nursing Home's new computer project is nearing its end and now with the time clock update and syncing with the new software the final data move should be completed within the next week and should go live before the end of May. OSI has received the Board Computers and two will be immediately setup with Mr. Hawkinson and Mr. Bondi to test the programing. The question was asked about the lightning strike at the Land Fill to include the cost and what insurance will cover; Mr. Beal to get verification from Robin Davis and report back to the committee next week; with the comment the main cost are with Century Link and they are slow to return calls about the equipment repair cost.

- 5) Help Desk Report and Review:** The Help Desk report was just sent by email and is attached.

- 6) Claims, Bills or Bids to review:** Bill aren't ready yet but will be sent in time for the Committee Meeting on May 19<sup>th</sup>.

- 7) Are there any major project to review or a need to set priorities?** No major project other than those discussed during Mr. Beal's presentation.

**8) Committee Members Questions or Comments: None**

- 9) Employee recruitment update:** Still waiting on Mr. Erickson's finalization of the job description and Mr. Beal to obtain it asap to forward to Mr. Bondi so it can be offered to the Diane Higgins of Western Illinois University, to assist in finding some candidates.

- 10) Motion made by Robert Bondi, seconded by Jared Hawkins to adjourn at 9:47AM; Motion carried.**

As submitted by Robert Bondi, Chair of IT Committee

May 12  
Helpdesk Activity Report  
Ticket Status  
April 19, 2021 - May 12th, 2021

	Open	Pending	Closed	Total
Network Connectivity > Cant Login to Network	0	1	1	2
Other	14	5	10	29
Phone System > Other	1	0	1	2
Printers/Copiers	2	0	0	2
Security Issues > Phishing	9	0	0	9
Software > Install	2	0	0	2
Software > Problem > WasteWorks	1	1	0	2
Spyware/Virus Removal	1	0	0	1
Vendor Access	0	0	1	1
Web Blocker > Unblock Website	1	1	0	2
Total	31	8	13	52

Tickets open 1 to 30 Business Days = 45  
 Tickets open 30 to 60 Business Days = 27  
 Tickets open 61 to 90 Business Days = 28

THE COUNTY OF KNOX

KNOX COUNTY  
COURTHOUSE  
200 S. CHERRY ST  
GALESBURG, IL 61401



STATE OF ILLINOIS

KNOX COUNTY  
ADMINISTRATIVE ANNEX  
121 S. PRAIRIE ST  
GALESBURG, IL 61401

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Knox County IT Support Specialist

The Knox County Information Technology Department is seeking applications to hire for the position of IT Support Specialist for the County. This person will be responsible for providing technology support for the County of Knox. This position may require evening and weekend work in response to the systems being supported. The qualified candidate must be highly motivated, have strong interpersonal skills, be a strong self starter, and have knowledge of computer technology. A copy of the complete job description is available upon request.

Position requires at least an Associate's degree in Computer Science, Networking, or related field.

Compensation will be commensurate with the Knox County Salary Study classification level with a 35 hour work week. Benefits are available. This is a full time position and they will report to the Knox County Information Director of Technology.

Send resume and reference to: Scott Erickson  
Knox County Clerk  
ATTN: IT Support Specialist Position  
200 S. Cherry St.  
Galesburg, IL 61401  
serickson@co.knox.il.us

Resume and County Employment Application needs to be submitted prior to interview.

# COUNTY HIGHWAY DEPARTMENT

## Department Report

05/19/2021

### **ACTION ITEMS:**

- a. Request Permission to bid & bring back for new tandem dump truck cab & chassis.
- b. Approve Topcon Reference Station Host Agreement

**FINANCIAL ITEMS:** See Claims Summary

### **CURRENT OPERATIONS:**

- Spread 3,400 tons of shoulder rock on County Highways 1, 10, east end of 35, west end of 2 and a small portion of 34.
- Installed a cross-road culvert for Elba Township.
- Completed some ditch cleaning on county highway 12, north of Illinois Rte. 167.
- Cut brush on county highway 8 in advance of the bridge replacement project.
- Hauling and stockpiling various types of aggregate for projects scheduled for this summer.
- Replacing and repairing signs.
- Patching as needed.
- The new dump truck we purchased last year was delivered and put into service May 10.
- The new John Deere lawn mower has been delivered.

### **COUNTY HIGHWAY 8 BRIDGE UPDATE**

Curnyn Construction is experiencing delays in lining certain materials up for this project and has requested a delay in start for the middle of June. The IDOT has granted the request.

### **RIO TOWNSHIP BRIDGE UPDATE**

Curnyn Construction has completed installation of the piling and abutment caps. Installing riprap this week. Right now we are being told the delivery of the precast concrete deck beams is delayed and they won't be available until June.

Respectfully submitted,

Duane J. Ratermann, P.E.  
County Engineer

**Board Letter**  
**County of Knox, Illinois**  
**May 26, 2021**

**Department:** *HIGHWAY*

**Agenda Item:** *Approve bid and bring back for new tandem dump truck cab & chassis.*

**Background:** *The dump truck to be replaced is to be determined next year. There are a couple of potential candidates.*

*There is a lengthy delay in acquiring new trucks right now. I'm being told by truck dealers it will take up to a year for a new cab and chassis to be manufactured and delivered. In order for us to stay current on our dump truck fleet I feel it is in our best interest to begin the process now.*

**Budget Impact:** *The budgeted amount for this purchase is \$115,000 for the cab/chassis.*

*The purchase of the new tandem dump truck cab/chassis will be included in the FY 2021-2022 Highway Fund budget.*

**Recommended Action:** *Approve bid and bring back for new tandem dump truck cab & chassis.*

**Supporting Documents:** *N/A*

**Board Letter**  
**County of Knox, Illinois**  
**May 26, 2021**

**Department:** *HIGHWAY*

**Agenda Item:** *Approve Topcon Reference Station Host Agreement*

**Background:** *We were recently approached by Topcon Positioning Systems, Inc. regarding the installation of a Global Position System Reference Station on the Knox County Highway Department property. Topcon maintains a reference station network throughout the United States. They sell subscriptions to their network enabling subscribers to utilize GPS equipment in activities such as surveying and construction. Right now Topcon has a weak spot in their coverage area between the Quad Cities and Peoria. Installing a reference station at our facility would eliminate that weak spot and improve the accuracy of the GPS signal for their subscribers in this area.*

*Topcon will waive the annual network subscription fee (currently \$1,600) for Knox County Highway Department in return for hosting the reference station. We will need to purchase some equipment in order to fully utilize the GPS network. I intend to budget for that equipment in the next few years.*

**Budget Impact:** *There is no cost to Knox County and therefore no budget impact for this agreement.*

**Recommended Action:** *Approve Topcon Reference Station Host Agreement*

**Supporting Documents:**

1. *Reference Station Host Agreement*

## Reference Station Host Agreement – (Topcon Owned)

This Reference Station Host Agreement (the "Agreement") is made between **Topcon Positioning Systems, Inc.** ("TPS"), having its place of business at 7400 National Drive, Livermore, CA 94551 and the **Host** listed below:

Host Name: **Knox County Highway Department**

Host Address: **1214 U.S. Highway 150 East, Knoxville, IL 61448**

Effective Date: \_\_\_\_\_ (the "Effective Date")

TPS is building a GNSS reference station network to create "**TopNET Live**". A reference station consists of all hardware (including GNSS+ reference stations, GNSS+ antennas, antenna cables, data cables, power cables, power supplies, computers and communication devices) necessary for the purpose of collecting raw GNSS+ data and transporting such data back to a TPS facility (a "**Reference Station**"). Host has agreed to be part of TopNET Live Hosting a TPS- owned Reference Station under the terms and conditions of this Agreement.

This Agreement consists of the following three items:

1. this page;
2. Schedule A attached; and
3. the attached Terms and Conditions.

Changes to this Agreement shall not be deemed effective unless noted on a separate document and signed by both Parties.

### Host

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: **Jared M. Hawkinson**

Title: **Chairman, Knox County Board**

### Topcon Positioning Systems, Inc.

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Title:

**REFERENCE STATION HOST AGREEMENT (TOPCON OWNED)  
SCHEDULE A**

**Network Reference Station Data**

☐

Original Installation

☐

Change Data

Dealer Name:

Dealer

Contact:

Contact

Phone:

Host Name: Knox County Highway Dept.

Host Contact: Duane J. Ratermann

Host Phone: 309-289-2514

**Equipment / Site Location (may be a customer site)**

Address: 1214 U.S. Highway 150 East

City: Knoxville

State: IL

Zip: 61448

Site Contact: Duane J. Ratermann

Phone Number: 309-289-2514

Cell Phone Number: 309-221-1676

After Hours Contact: Duane J. Ratermann

Phone Number: 309-289-2514

Cell Phone Number: 309-221-1676

Access Requirements / The Knox County Highway Department's normal business hours are Monday  
Comments: thru Friday, 7:30am to 4:00pm. The facility is locked and inaccessible the rest of the time.

**Reference Station**

Serial Numbers:

Comments:

**Purchase Option**

At any time prior to removal of any Reference Station by TPS, Host may purchase the Reference Station at the Site subject to the following:

- a. Host provides TPS written notice of its intent to purchase the Reference Station;
- b. Host pays a one-time payment to TPS an amount equal to \_\_\_\_\_% of then current list price for the Reference Station within 14 days of providing the written notice;
- c. TPS provides no warranties concerning the Reference Station or its operation; and
- d. TPS may continue to access and freely use the data from the Reference Station for any purpose.

## **Terms and Conditions**

### **1. TPS Obligations; Site, Installation and Ownership.**

TPS agrees, as it deems necessary in its discretion, to install one or more Reference Stations at the site(s) listed on **Schedule A, Network Reference Station Data** (the "Site"). Host shall, at Host's sole expense, provide (or ensure that each Site provides) uninterrupted 110V power and internet service either by connection to existing WAN/LAN or DSL on a 24 hours a day 7 day a week basis. Any and all expenses in connection with the installation, operation and removal of the Reference Station are the responsibility of TPS. Host will not be responsible for any damage, loss or theft of any equipment, hardware or software installed or placed by TPS at the Site, but agrees to assist TPS with any insurance claims it may choose to file.

### **2. Host Obligations; Ownership of Reference Station.**

Host hereby grants TPS access to the Site to perform necessary work for installation, maintenance and repair of the Reference Station and grants TPS the right to access and use (at no cost) uninterrupted 110 volt electrical power and uninterrupted internet for the Reference Station at the Site. Upon reasonable notice to Host by TPS, Host will grant TPS access to the Site for purposes of repairing, maintaining, replacing, upgrading and/or removing the Reference Station.

As of the Effective Date, and at any time this Agreement is in effect, Host will promptly advise TPS if any other GNSS receiver shares the same physical address. Under all circumstances, Host will keep each Site free of any other devices which may interfere with the proper functioning of the Reference Station(s). Host has the authority to grant the right to TPS to access and to install and maintain the Reference Station(s) at the Site(s). Host shall not remove, relocate or modify a Reference Station from a Site, without the prior written permission of TPS. If Host desires to remove a Reference Station from a Site or from its installed position, Host must give TPS at least 90 days prior notice. Host must notify TPS immediately if the reference station hardware is inadvertently tampered with, relocated, removed or in any way modified at:

#### **Topnet Live System Administrator**

**Phone:** 888-888-8888

**Email:** [TopnetLive\\_admin@topcon.com](mailto:TopnetLive_admin@topcon.com)

If Host is in breach of its obligations, TPS may immediately discontinue access for the host to the Reference Station Network as described as compensation in section 3.0.

Unless Host exercises the Purchase Option, each Reference Station at all times remains the property of TPS and shall remain at the Site, unless removed by TPS in accordance with this Agreement. This Agreement does not grant to the Host any license (implied or otherwise, or other similar right to use) for any intellectual property rights of TPS. Host shall not remove any markings or indications from a Reference Station showing its ownership to TPS.

### **3. Compensation; No Warranties.**

In exchange for its obligations hereunder, TPS shall provide Host, at no charge, 1 annual subscription that will remain active for each year that a Reference Station is operating as part of the TopNET Live RTK Network. Such subscription is per year and unused subscriptions do not carry over to the following year and shall be the only remuneration which Host is entitled to receive for fulfilling its obligations hereunder; Host is not entitled to any profits, derivative payments, royalties or the like. Host's use of the subscriptions will be conditioned upon Host's agreement to the standard TopNET Live subscription terms and conditions.

Host may use data from a Reference Station located at a Site and from TopNET Live solely for its own internal use and not for redistribution, resale or any other purpose unless expressly authorized by TPS.

TPS without restriction may use the data generated by the Reference Station(s) for any purpose at any time. This includes, without limitation, selling subscription services to third parties for access to and the use of data generated by the Reference Station(s).

TPS MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, CONCERNING THE OPERATION OR ACCURACY OF THE REFERENCE STATION(S) OR THE ACCURACY OF ANY DATA GENERATED BY SUCH REFERENCE STATION(S). **THE REFERENCE STATIONS AND ALL DATA ARE SUPPLIED BY TPS ON AN AS IS BASIS.** ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY EXCLUDED. TPS WILL NOT BE LIABLE FOR ANY INTERRUPTION IN DATA AVAILABILITY, INACCURATE DATA OR FOR ANY OTHER MATTER CONCERNING THE REFERENCE STATION OR THEIR DATA OUTPUT. In no event shall TPS be liable for any damages or other claim including any claim for lost profits, lost savings or other incidental or consequential damages arising out of the use or inability to use, or the data derived from, the Reference Station(s).

#### **4. Term and Termination.**

This Agreement shall remain in force: (i) for 3 years from the Effective Date and thereafter until terminated by either party upon 30 days written notice; or (ii) until terminated by TPS in the event of a breach of this Agreement by Host. Upon termination of this Agreement and if Host does not purchase the Reference Station, TPS will remove the Reference Station from the Site, using reasonable care not to damage the Site and remove Host's access to TopNet Live.

#### **5. Confidentiality.**

Host agrees to keep confidential and not to reproduce, copy, transmit or otherwise share any of TPS', its parent's or affiliates', Confidential Information. If any Site is owned controlled by a third party, Host shall require the Site owner/occupant to abide by the Confidential Information requirements of this paragraph. "Confidential Information" includes any proprietary information which under the circumstances should reasonably be treated as confidential, including without limitation: (i) all trade secrets, "know-how," technology and technical information, product information, drawings or designs, models, computer code, or similar information and any and all manuals or other media for these products or technology; (ii) any and all versions of TPS' proprietary computer software, hardware and documentation; (iii) other proprietary software, hardware, documentation and information later created, developed or produced by TPS; and (iv) any other information not generally known to the public including information about TPS' products, operations, personnel or services

If Host becomes legally compelled to disclose any of the Confidential Information, it shall give TPS immediate notice so that TPS may seek a protective order or other remedy and Host will provide reasonable assistance to TPS. In addition to other remedies, TPS shall be entitled to injunctive relief to prevent any violation of this paragraph. The obligations of this paragraph 5 shall survive the termination of this Agreement.

#### **6. Miscellaneous.**

If any provision of this Agreement shall be determined to be unenforceable, the remainder of this Agreement shall not be affected and any such unenforceable provision shall be reformed so as to be enforceable to the fullest extent permitted by law. This Agreement shall be governed by and construed in accordance with the laws of the State of California. All suits and claims shall be made only in state or federal courts located in such state. No failure or delay by either party in exercising any of its rights under this Agreement shall operate as a waiver of such rights. This Agreement is for the benefit of TPS and its affiliate, parent and subsidiary corporations and binding upon Host and its affiliates.

## **ASSESSMENT / GIS / ZONING REPORT**

**May 19, 2021**

### **ASSESSMENT OFFICE**

The 2020 Final Equalization Factor came on May 5<sup>th</sup>. I have been working on any Exempt properties that have been received from the IDOR for 2020. We have been working on 2021 and all the new exemptions. I have spent most of my time working with Mary and DeAnna. We have been getting the Zoning Department organized.

### **ZONING**

The ZBA did not have any hearings in April 2021. The Zoning Department sent out 6 violations. There were no Adjudication hearings in March of 2021.

The Zoning office issued eleven (11) building permits for April of 2020 compared to twenty (20) building permits for April 2021.

DeAnna has been issuing permits, working on the upcoming ZBA hearing scheduled for June 2<sup>nd</sup>. We currently have some violations but have not received items necessary to have a hearing. Sonia and I have been in communication with the Ben Jacobi in reference to the Wind Farm lawsuit. I have reached out to the Townships in the North West side of the County to see if they can spread the word that we are looking for another Zoning Board of Appeals member.

### **GIS REPORT**

There have been several requests for GIS data and I am processing those. The Abingdon FPD approved their maps and they are printed awaiting pick up. They requested smaller versions for portability as well. I have a map-book product that I use for Knox County, based on townships. I will need to alter it a little since the AFD extends into Warren County. The Village of Williamsfield has still been in contact and I have provided them with all the information that I could. At some point they will probably be asking for some tax code changes to reflect their boundaries.

Due to changes the FAA made to Part 107 I was able to get current on my drone certification without going to a testing center. It was much more convenient, as well as being free. We hope to get some imagery of a bridge project that is getting ready to start. Prior to that I need to get liability insurance for the drone since I did not renew the policy last year. Previously our insurer was Global Aerospace and they again were the lowest quote. An annual policy with a \$2 M liability cap is \$683.

The trip to the Highway Department was unsuccessful as far as getting the software upgraded. I have submitted a ticket and will get it straightened out with IT so I can do the upgrade.

The mapper has started with map updates and I have assisted them with a couple of issues. I am hoping to find time to update the online maps and create one for internal use that has more features. I have been requesting feedback and have had some suggestions on possible improvements.

Sincerely,  
Bill Lotz

Respectfully submitted,

Sonia Hochstetler, CIAO  
Zoning Admin. /GIS Dept. Supv.

**Minutes for the  
Information Technology "IT" Department Monthly Committee Meeting  
May 12, 2021**

*In accordance with social distancing requirements, Governor Pritzker's Executive Orders 2020-43 and 2020-44, and Section 7(e) of the Illinois Open Meetings Act (see Public Act 101- 0640), this meeting will be held virtually.*

**1) Call Meeting to Order at 9:30AM**

Committee Member in attendance: Sara Varner (x ), Robert Bondi (x) , Jared Hawkinson (x )  
Department Members in attendance: Jeremy Karlin (x ), Marlon Beal (x );  
Minutes for the IT Committee meeting on 4-21-21 were attached and accepted unanimously.

**2) Any Public or County Department Comments: None**

- 3) Report from Karlin:** It was reported that the new software being installed in the State Attorney's Office is very powerful and works well but isn't compatible with Google and needs to interact with Microsoft Programs. Mr. Beal indicated that he felt this could be worked out and would be in contact with the vendor accordingly. Also, a comment was made that the hard drive needs to be expanded for Mr. Karlin's Office and Mr. Beal would go out for bid to get this project immediately processed.

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- 5) Help Desk Report and Review:** The Help Desk report was just sent by email and is attached.

- 6) Claims, Bills or Bids to review:** Bill aren't ready yet but will be sent in time for the Committee Meeting on May 19<sup>th</sup>.

- 7) Are there any major project to review or a need to set priorities?** No major project other than those discussed during Mr. Beal's presentation.

- 8) Committee Members Questions or Comments: None**

- 9) Employee recruitment update:** Still waiting on Mr. Erickson's finalization of the job description and Mr. Beal to obtain it asap to forward to Mr. Bondi so it can be offered to the Diane Higgins of Western Illinois University, to assist in finding some candidates.

- 10) Motion made by Robert Bondi, seconded by Jared Hawkins to adjourned at 9:47AM; Motion carried.**

As submitted by Robert Bondi, Chair of IT Committee

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Helpdesk Activity Report  
Ticket Status  
April 19, 2021 - May 12th, 2021

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Web Blocker > Unblock Website	1	1	0	2
Total	31	8	13	52

Tickets open 1 to 30 Business Days = 45  
 Tickets open 30 to 60 Business Days = 27  
 Tickets open 61 to 90 Business Days = 28

John	y	Nursing home	5/18/21
Todd	y	Also in attendance	
David	y	Jodi, Andrew, Thomas,	
Cheryl	y	Cody, Jared (Board Chair)	
Tara		Join Attendance	Pam Davidson
Sara	y	Add	Closed Session &/
Brian	y	Step 4 (personnel)	
Kyle	y		

Approve Agenda	April minutes
y by <del>NO</del> nay	y 1st Sara
y motion David	y by Onay 2nd Brian
y 2nd Sara	y
y	y
y	y
y	y

meeting w/ Jody, get reports in advance  
 business office function closing month in a  
 timely manner. Things are taking place in  
 billing. 9-13th time frame  
 old acct. need rectified applying for a cause  
 (money) not just wasting our time.  
 195000.00 owed by Resident, dealing w/ some  
 old business. Got ~~100000.00~~ 10,000.00. have a good candidate

thing were done outside of system.

3-7 hr to get through 1 persons ledger  
Will come to Committee to how to clean  
up accts. Won't be write off.

Auditors marked down most acct reciev.  
David - is whifley respon. for some acct.  
write offs. can't say for sure.

took short cuts. Go forward basis they  
didn't have much confidence. for send things  
out <sup>and</sup> in. write offs were not done appropriately.  
need to make sure thing are looking right.

david - Clean up data system and no  
Sunds. make sure we owe no one  
important. need to identify.

Cheryl did whifley waste our money.

Jodi think they were hand cuffed

John Can we bring someone in and hit  
the ground running. Were not ready to

throw the towel in and month 1 we'll figure  
thing out. billing, triple check process.

need person in place. Need to clean up  
old protocol. not gonna dump everything on  
new person lap. New person getting in place  
talk about issues we've been having.

get rate increase is an action item.  
new rates across the board.

infection prevent + HR <sup>will</sup> be talked  
about later. dept. head team and how  
they are working.

Today! Celebrating nursing home week.

gave away tumblers. envelopes w/gift cards  
nurses wk last wk. Census 160 day (63)  
9 addmi. 6 discharge

Covid update 1 dietary staff positive  
done twice. 10 days later maint. positive  
do another round this wk. visit. changes

Cheryl ~~is~~ we taking peoples word for  
vac's. Masks still worn.

Can not ask for vac. proof from family.  
a little increase in agency have hired  
people. Incentive program. T.V. can be

won. TV bought by friends of the nursing  
home. 1 man. deposit in april. money to be  
taken to Court house. Mower's ~~been~~ there

Jared. Can we get funds to clerk's office  
on a more timely basis. When new hire  
is at work. John w/Jared short meeting tomorrow  
w/Robin 2 countries have gotten funds

(4)

David - says money is starting to come in. Robin's done w/ registration. encourage board to get involved.

Jared set meeting for 1pm 1/19

many items in there, loss of revenue source rules are being looked into. health dept. will get money from state. ~~not in motion~~

David money can be used for 21 - will have till 26 to use. final rule will be 7/9/21. Things are in motion

acct. item in room rate Cheryl motion David 2nd

Rate increase for dec 20 not put in place

185  
195

195 grand total

Vote:	John y	7	onay	June - letter out
	Todd y		passed	implimented in
	David y			July
	Cheryl y		Educational Requirements	Todd 1
	Sara y		John y	Sara y Cheryl 2
	Brian y		Todd y	brian y by 1 no
	Kyle y		David y	Kyle y
			Cheryl 1 NO	passes

mosted position CPA preferred not required

**Agenda for Knox County Nursing Home Committee**  
**May 18, 2021 at 6:00PM**

*In accordance with social distancing requirements, Governor Pritzker's Executive Orders 2020-43 and 2020-44, and Section 7(e) of the Illinois Open Meetings Act (see Public Act 101- 0640), this meeting will be held virtually.*

**Zoom Meeting Code: 871 8716 2607 Phone: 312-626-6799**

**Public Comment**

**Open Session**

**Business**

- Add or Remove Items from the Agenda
- Approve Minutes from April, 2021 Meeting

**Discussion**

- A. Review Jordan Health Group Weekly Report
- B. Review KCNH Administrator Report
- C. Action Items
  - 1. Increase in Room Rates – Attachment 1
  - 2. Change in Educational Requirement for the Business Office Manager
  - 3. Addendum to Consulting Services Agreement with Jordan Healthcare Group – Attachment 2

**Approve Claims**

**Old Business**

**New Business**

**Adjourn**

Knox County Nursing Home  
**Proposal for Increase in Room Rates**

A rate increase was approved by the Board to take effect 12/01/2020. It appears that the rate increase was never implemented at the nursing home.

Starting April 1, 2021, The Illinois Department of Healthcare and Family services issued an increased rate of reimbursement. This rate is above the current PRIVATE semi-private room rate being charged at KCNH.

We are required to increase this charge to ensure that the state is paying the highest possible rate.

Therefore, it is proposed that the following rate increases are approved to become effective July 1, 2021:

Semi-Private: \$185 per day

Private on Wing 2, 3, and 4: \$195

Private suite on Wing 2, 3, and 4 to those grandfathered in from Wing 1: \$195

This rate increase will be effective through the renovation of Wings 3 and 4.

Once Wing 2 opens as a secure memory care, a rate adjustment will need to re-occur.

Thank you.



# Jordan Healthcare Group

s o l u t i o n   d r i v e n   h e a l t h c a r e

May 15, 2021

Mr. Jared Hawkinson, County Board Chair  
C/O Knox County Nursing Home  
800 North Market Street  
Knoxville, IL 61448

Via Email: [jhawkinson@co.knox.il.us](mailto:jhawkinson@co.knox.il.us)

Re: Addendum to Consulting Services agreement for Consulting Oversight Services

Dear Mr. Hawkinson:

This addendum memorialized the additional agreement between the County of Knox and Jordan Healthcare Group, LLC.

1. The parties entered into a consulting Services Agreement dated December 17, 2020, and an addendum to that agreement on February 25, 2021.
2. The Parties agree that Jordan Healthcare Group will continue to provide the services as outlined in that December 17<sup>th</sup> agreement, in addition to ongoing Business office billing and restructuring services as has been outlined in ongoing communication with the County of Knox representatives and the Nursing Home Administrator, Jodi Mines.
3. The parties agree that the agreement will be extended once the original limit, and subsequent addendum limit has been reached.

WITNESS Whereof the parties have executed this Addendum to Consulting Services Agreement on this 15th day of May 2021.

Very truly yours,

Jordan Healthcare Group, LLC

Agreed to by:

---

County of Knox Board Chairman, Jared Hawkinson

---

Date



# Jordan Healthcare Group

s o l u t i o n   d r i v e n   h e a l t h c a r e

December 17, 2020

Mr. Jared Hawkinson, County Board Chair  
C/O Knox County Nursing Home  
800 North Market Street  
Knoxville, IL 61448

Via Email: [jhawkinson@co.knox.il.us](mailto:jhawkinson@co.knox.il.us)

Re: Consulting Services agreement for Consulting Oversight Services

Dear Mr. Hawkinson:

Thank you for selecting Jordan Healthcare Group, LLC ("JHG") for this engagement. We are pleased to confirm our understanding of the nature and limitations of the services we are to provide to you with respect to the consulting services you have requested. This engagement will commence upon the date the County of Knox, and JHG execute this agreement and will remain in effect until this agreement is terminated or revised. Please note the scope of services provided Exhibit A attached hereto and incorporated herewith.

As part of the agreement, JHG will be assisting the County of Knox with oversight services for the nursing home including, assisting the facility Administrator and the County Board, by offering consulting services focused on the operations and management of the nursing facility. Members of our team will review work with the board representatives and your Administrator to effectively establish protocols related to the scope of services agreed to.

The consultant services provided by JHG to the County of Knox will be under the direction and supervision of the County of Knox. The County of Knox will maintain ultimate responsibility for management decisions and functions, JHG will serve in an advisory role only. In addition, the County of Knox is responsible for designating an employee to oversee any consulting services JHG provides.

The County of Knox agrees that JHG and its agents, employees, officers, managers or other personnel shall have no liability for any claim or expense which may result from or arise out of this engagement, except to the extent that such claim or expense was primarily caused by gross negligence with intentional or bad faith misconduct by JHG. The County of Knox agrees to indemnify and hold JHG harmless from and against any liability for any loss, cost or expense, including, but not limited to, attorney fees and other legal expenses, arising from or connected with this engagement for which JHG is relieved of all responsibility by this paragraph. Any claim or legal action arising out of services rendered pursuant to this agreement shall be resolved in accordance with the laws of Illinois. It is agreed by and between the County of Knox and JHG that all disputes and matters whatsoever arising under, in connection with or incident to this



# Jordan Healthcare Group

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engagement of JHG shall be adjudicated or litigated, if at all, before a court of competent jurisdiction located in Circuit Court of Lake County, Illinois.

In any event, the liability of JHG in respect of breach of contract, breach of duty or any fault arising out of this engagement shall be limited to the aggregate amount of fees paid by the County of Knox have to JHG pursuant to this engagement, and such liability shall not include any consequential, special, indirect, incidental, punitive or exemplary damages, loss or expense.

During the course of our engagement, we will request information and explanations from management. In view of the foregoing, the County of Knox agrees to indemnify and hold JHG harmless for any liability and all costs, including legal fees that we may incur as a result of the services performed under this engagement resulting from false or misleading representations made to us by any member of Knox County Nursing Home management, regardless of whether such person was acting in Knox County Nursing Home's interest.

In the event we are requested pursuant to subpoena or other legal process to produce our documents pertaining to Knox County Nursing Home and/or the County of Knox in judicial or administrative proceedings to which we are not a party, the County of Knox will reimburse us for our professional time, plus out-of-pocket expenses, including reasonable attorney fees incurred in responding to such request.

Our fees for these services will be billed on an hourly basis at our discounted blended rate which will range from \$175 per hour to \$295 per hour and is based on the level of professional that is assigned to your project. You will also be billed for out-of-pocket expenses, if incurred. You will be billed for services at the close of each month after time has been captured for that specific month. Payment is expected at the time of the invoice receipt or certainly within 30 days. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not completed the underlying tasks. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. This contract is being executed in emergent circumstances and it is not possible to determine the exact scope or nature of the services needed to assist the County and the facility. As such, this agreement will terminate and be replaced with another contract for services related to matters of a similar nature in the event the max dollar provisions (\$29,999) are exhausted and additional services are required.

This agreement may be terminated with or without cause by either party upon thirty (30) days written notice to JHG or the County of Knox. Upon the effective date of termination of this agreement, all legal obligations, rights and duties arising out of this agreement shall terminate except for such legal obligations, rights and duties as shall have accrued prior to the effective date of termination and except as otherwise expressly provided in this agreement.



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JHG and the County of Knox will execute a HIPAA Business Associate Agreement, which once signed will be placed on file; unless otherwise agreed to in advance and in writing by the County of Knox, JHG will not, except as required by law or court order, to use confidential information for any purpose whatsoever other than the performance of the services outlined herein, or disclose the confidential information to any third party (*HIPAA BAA completed 12-3-19*). *All work product developed by JHG will remain the property of JHG and JHG will ensure all work product put in place for Knox County Nursing Home and/or the County of Knox can be used indefinitely for the benefit of the project.*

The County of Knox and JHG agree that during the term of this contract both parties will abide by the laws governing, skilled nursing facilities as set for by the Centers for Medicare and Medicaid Services and the state of Illinois Department of Public Health (if applicable).

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you concerning the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

This engagement may be modified or amended if the amendment is agreed upon by the parties, is made in writing, and is signed by both parties. This engagement constitutes the entire agreement of the parties, and no other understanding, agreements, or representations, oral or otherwise, exist or have been made by the parties.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions regarding the terms of this engagement letter, please contact John Vrba at 630-484-4049 or via e-mail at [john@jordanhg.com](mailto:john@jordanhg.com). If you agree with the terms of our engagement as described in this letter, please print, sign, and scan a copy and return it to us.

Very truly yours,

Jordan Healthcare Group, LLC

Agreed to by:

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Knox County Board Chairman, Jared Hawkinson

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Date



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## EXHIBIT A

### Description of Services

During the Term that this agreement is in place, JHG will provide the following consultant services (please note that additional scope items are listed below to assist the County with several initiatives related to the nursing home during this most critical time):

- A. Oversight Consulting Services – JHG will assist from off-site during the pandemic utilizing any provided credentials from Knox County Nursing Home for access to their PCC System, My ability system, E-Premise System, Medi System (if needed) and any other technology related program or corporate access required to fulfill the elements of the services outlined herein to ensure processes that are required to facilitate proper operational and financial oversight at Knox County Nursing Home.
  - a) Survey and POC – JHG will assist Knox County Nursing Home with analysis and review of the latest survey, abatement of findings and plan of correction to assist the facility in returning to compliance with regulatory statutes.
  - b) Assistance with identifying executive level personnel – JHG will consult with the Knox County Nursing Home and select members of the Nursing home committee to assist with the interview process for a replacement administrator and replacement DON to fill the positions of the most recent resignations from the nursing home staff.
  - c) Ongoing Executive training and support – JHG will consult with the executive level administration hires to assist them in their roles as they are coming into a facility that is dealing with significant stressors due to the pandemic and the effects of such on the staff and the residents.
  - d) Budget analysis – JHG will consult with the County Treasurer to assist in the budgeting process to help the facility through the current funding issues associated with the pandemic and emergency funds required to pay staff adequate hazard pay amounts. This process will also look to revise the budget to reflect current operations and adjust census, staffing, revenues, and expenses accordingly.
  - e) Analyze the current operating protocol – JHG will consult with the County Board to assist in analyzing the current impacts of the pandemic on operations of the facility and its ability to continue as a going concern among the result of the pandemic and the impacts to residents, staff, resident safety and the needs of the community.



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As the situation at the facility is fluid and under duress, we anticipate the items identified above may very well change between this writing and the eventual signing of this agreement. JHG possesses the capability to advise the County board with all matters associated with the decision making that will be required in the next several weeks and months to ensure the public health and welfare of residents at Knox County Nursing Home. We anticipate the outline of services will need to adjust and we will communicate any adjustment and perceived costs associated with the outline above as we are able based on instruction from the County Board. We anticipate the items above will cost in excess of the state contract amount in the body of this agreement, The County Board also understands that until we are engaged to preform services as outlined herein it is not possible for JHG to determine all time and costs associated with this agreement. However due to the emergent situation, JHG request the opportunity to invoice for all related services on an hourly basis. Once the situation stabilizes and we can provide a firm price for monthly consulting services, we will provide an addendum to this agreement.

**KNOX COUNTY BOARD OF HEALTH MINUTES  
OF MONTHLY MEETING**

**May 13, 2021 via Teleconference  
Knox County Health Department  
1361 W. Fremont St.  
Galesburg, IL 61401**

The Knox County Board of Health meeting was held via Teleconference on May 13, 2021. President Dan Harris called the meeting to order at 6:30 PM. Present were Dan Harris, Kevin Satsky, MD, Doug Gibb, DuRae Fletcher, Sr, Robert Bondi, Stephanie Grimes, Bruce Bobofchak DDS, Susan Vinson, and Lorraine Garland-Torres, MD. Also present were Michele Gabriel, Public Health Administrator; Jerome Townsell, Director of Finance and Facilities Management; Wil Hayes, Assistant Public Health Administrator; Tina Jockisch, Administrative Clerk; and Brianne Nichols, Peace Corp Fellow. Members of the public: Knox County Board Member, Cheryl Nache.

**ADDITIONS TO AGENDA**

The only addition to the agenda was under Business Meeting and was an action item following Item A; Approve two line/budget adjustments.

**PUBLIC COMMENT**

Knox County Board Member, Cheryl Nache expressed concern because she feels that restaurants are serving over capacity limits imposed by the Governor's Executive Order and that individuals are not wearing masks. She closed noting that the Health Department should check into how the restaurants are operating.

**PRESIDENT'S BUSINESS**

There were no items on agenda under President's Business.

**BUSINESS MEETING**

**Approval of Minutes**

A motion to approve the minutes of the April 8, 2021 meeting as circulated was made by Robert Bondi and seconded by Lorraine Garland. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satsky-absent; Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Lorraine Garland-yes.

**Treasurer's Report**

The first item was added to agenda under the Treasurer's Report, Jerome Townsell presented to the Board of Health the FQHC Budget/Line-Item Adjustment, stating the Department had received a Miscellaneous Revenue increase of \$20,000 and added a FQHC Contractual expense of \$20,000. A motion was made by Robert Bondi to approve Budget/Line-Item Adjustment and was seconded by Lorraine Garland. Dan Harris-yes; Kevin Satsky-absent; Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Lorraine Garland-yes.

The next item was added to agenda under the Treasurer's Report, Jerome Townsell presented to Board of Health the Health Department Budget/Line-Item Adjustment, stating the Department had received a revenue increase of \$500,000 from LIHEAP Federal Grant and \$10,000 from Contact Tracing Grant. The Department increased expenses of \$500,000

for Grant Services and \$10,000 for Postage. A motion was made by Robert Bondi to approve Budget/Line-Item Adjustment and was seconded by Stephanie Grimes. Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Lorraine Garland-yes.

The next item under the Business Meeting, Jerome Townsell, reported on revised expenses for the month of May 2021 totaling \$220,290.89. He went on to note that additional expenses since the mailing of the agenda included: Supplies \$1,934.91, Copier Lease \$679.95, Lawn Care \$340.00, and Mileage \$16.80, totaling \$2,971.66. A motion was made by DuRae Fletcher, Sr. to approve payment of the May 2021 bills as presented; was seconded by Stephanie Grimes. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satsky-yes; Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Lorraine Garland-yes.

The next item under the Business Meeting, Jerome Townsell, presented the Financial Statements for the period ending April 30, 2021, stating the Health Department is (\$186,619.40) Net Revenue Over Expenditures for the month and (\$316,788.95) Net Revenue Over Expenditures for the year; overages are primarily due to overages and lag times related to LIHEAP.

The final item on the agenda under the Treasurer's Report, Jerome Townsell discussed with Board FY22 Budget Preparation, stating the County is having the Health Department begin entering its own budget into the Knox County financial software system, rather than passing it to Treasurer who previously entered the budget for the entire County. Jerome went on to note that the Department is beginning to look at expenses related to payroll and staffing, as well as looking at what grants are coming in for the upcoming fiscal year, as well as what the Health Department is waiting to hear about.

### **PUBLIC HEALTH ADMINISTRATOR'S REPORT**

The first item on the agenda under the Administrator's Report, Michele Gabriel updated the Board on COVID-19 vaccination efforts, noting a total of 37,468 vaccines had been provided to Knox county residents; 35.4% of residents fully vaccinated. Ms. Gabriel went on to comment on the statewide slowdown of vaccine uptake, including Knox county. Additionally, Michele noted was that the Janssen is available again and the Health Department has held clinics, the Pfizer vaccine was approved yesterday for use in individuals 12 and older, so the Health Department be working to acquiring additional Pfizer vaccine to work with schools to hold clinics targeted toward individuals 12 years and older, as well both hospitals will have Pfizer vaccine for use in their clinics. Michele closed stating that IDPH has amended its view of acceptable waste of COVID 19 vaccine, noting that they are redefining what is an acceptable waste of vaccine, in order to get more individuals vaccinated and to encourage more physician offices to provide vaccine; if you need to open a vial of vaccine for two people and waste three doses, that is considered an acceptable waste.

The next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on COVID-19 Vaccination Clinics, stating that, due to community requests, the Health Department is working with volunteer fire departments to schedule some vaccine clinics in the rural areas of Knox County, additionally, GHAS is working with the Department to identify and vaccinate those who are home bound population and would like to be vaccinated.

Michele continued to report that there have been 5,553 cases in Knox county and 145 deaths, the County continues to struggle with new cases per 100,000. Governor Pritzker did confirm Illinois will be entering the bridge phase on May 14, 2021, it loosens up some guidelines and allows a few more people into establishments. Michele went on to report that the CDC announced late this afternoon that anyone who is fully vaccinated can participate in indoor/outdoor activities large or small without wearing a mask or physically distancing, and that IDPH had sent a memorandum confirming that they would be working to update their own guidance to be in agreement with the CDC announcement.

The next item on the agenda under the Administrator's Report, Michele Gabriel and Brianne Nichols presented to Board the IPLAN, Michele introduced Brianne Nichols our Peace Corp/AmeriCorp Fellow who has been working on our IPLAN, design of our new website, mosquito trapping and helping at vaccine clinics. IPLAN stand for Illinois Project for Local Assessment of Needs, every local health departments must complete every 5 years, ours is due at the end of 2021, we must complete it to maintain our certificate through Illinois Administrative Code section 600. The primary goal of IPLAN is to assess and improve the organizational capacity of the health department and will need to be approved by the Board of Health before it can be approved by Illinois Department of Public Health. APEX-PH is used to complete IPLAN and has three parts; organizational capacity assessment, community process and completing cycle, benefits of using APEX-PH is high degree of flexibility and focus on community involvement. Brianne continued discussing population summary, stating Galesburg decreased by 6.21%; demographic summary stating median in Knox county is 42.1 and a larger percent of Knox county's population is over 65 years of age (20.8%); white residents have the highest median age at 44.4 and other races/ethnicities have median age between 18.5-27.8; there are 20,680 households in Knox county, 9,969 households have children under 18; housing summary stating median rent in Knox county is \$634, rates of homeownerships by race, white residents 70%, Hispanic residents 64.7% and black residents 17%, of households making less than \$20,000, 76.1% are rent burdened.

The next item on the agenda under the Administrator's Report, Michele Gabriel updated the Board on Staffing, noting that herself and the Director of Human Resources Patrese Jackson created a spreadsheet listing of staff and various indicators about staffing levels and position openings. It is anticipated that this will be shared with the Board quarterly; the Health Department is currently looking to hire for fifteen positions and the health center is looking for five people.

The next item on the agenda under the Administrator's Report, Michele Gabriel updated Board on HRSA CARES/ECT grant funds extensions, stating that HRSA had approved the extensions for one full year; ECT funds are paying for the upgrade to website, CARES funds are to be used to for HVAC and Ionization systems on the roof to improve air circulation through the building which would allow for more patients in the Community Health Center. Ms. Gabriel closed noting that the Health Department will go out for bid over the next couple months and will bring bids to the Board of Health for approval; CARES funds also include monies to pay for upgrades to secure the rear entrances with a swipe to unlock the back doors, additional lighting, overhead awnings, as well as the medication disposal room and sample medication rooms security.

The final item on the agenda under the Administrator's Report, Michele Gabriel updated Board on HRSA H8F Funds and Capital Funds, stating we were awarded \$1,190,750, this is a two-year grant from April 1, 2021 through March 31, 2023. The funds are intended to continue COVID activities, work to bring patients back into the clinic, as well as completing outreach and enrollment efforts and recruitment of providers. Ms. Gabriel noted that the budget is a forecast of what the next two years may look like, since the Health Department is working under many assumptions regarding what the next two years will be like related to the COVID 19 virus activity. The budget is made up primarily of staff, we are picking up staff that are not previously covered in the health center, picking up staff to do work with outreach and enrollment, picking up some of the contact tracers after that grant expires, picking up staff that are doing testing after that grant expires; the leases for the other two buildings would be picked up after the other grants expires; dental equipment that needs repaired or replaced; and trying to get LED sign inserted in this grant so when we go out to bid again it will be covered.

Michele stated we received capital money, this is the first capital money that HRSA released, it is part of the American Rescue Plan we were given an award \$547,916 for construction and capital improvements. We are looking at what we can do in the building with this money, it is enough to do some amendments within the building that we think may need to be done, Reina the COO was looking at assuring one medical room and one dental room are completely ADA accessible, we have a dental chair that will drop and allow someone to transfer if they need to transfer; looking at some rooms seeing if they can be constructed to improve patient flow; looking at signage affixed to the building, this is through March 2024.

### **DIVISION DIRECTOR REPORTS**

The first item on the agenda under Division Director Report, Wil Hayes, Assistant Public Health Administrator updated the Board on Its Your Turn Vaccine Event, stating we thought it was a great success, we gave 402 vaccines, we had 27 community partners that all came together to pull this off, we did a lot of advertising, the radio station was there all four days; we narrowed the 2<sup>nd</sup> dose clinics to two days on Saturday June 5<sup>th</sup> and Monday June 7<sup>th</sup>, we will also take walk-ins. Michele thanked both hospitals for their help at the vaccine clinic and thanked the county and city for filling in the holes in the parking lot, we greatly appreciate everyone's partnership.

The final item on the agenda under Division Director Report, Wil Hayes, Assistant Public Health Administrator updated the Board on LIHEAP Program, stated our LIHEAP department has been consider a leader throughout the state all year long, we have received supplemental funds two or three times during the year because we were running out of funds from helping so many clients, they have a new program called UDAP a lump sum payment for individuals who are going to have a disconnect, they are using a \$250 bill as a disconnect for anyone who is on gas and electric, if you have propane you are considered as a disconnect. Anyone who is at disconnect status are going to be pushed through to get anywhere between \$250 to \$5,000 per utility, we are getting additional \$1,414,000 for this grant, about \$1,200,000 is for pass through utilities and the other \$214,000 will come to the Health Department as a draw down scenario as we bill for it. This all must be done May 31, 2021, so there is a lot of staff time being dedicated right now to take care of this stuff, we must make sure all the clients have their stuff inline, work with utility vendors, and call propane vendors directly about their customer and clients to find out how much they are getting. Wil and Erin estimate it will take ruffly between 400 to 500 hours staff time to get this all done, from what has already been

done to getting to the end of it by May 31, 2021.

### **POPULATION HEALTH MANAGEMENT REPORTS**

There were no items on agenda under Population Health Management Reports.

### **PERFORMANCE MANAGEMENT REPORTS**

The only item on the agenda under Performance Management Reports, Wil Hayes, Assistant Public Health Administrator; reported to Board the COVID-19 Activities Data for April 2021, reporting Health Center performed 575 tests, 321 positives cases, 24 positives lost to follow up, 1052 contacts, 100 contacts lost to follow up, average three contacts per positive case, Call Center received 91 phone calls, Contact Tracing Made 2637 calls, 13 press releases, and 73 social media activities.

### **WORK SESSION**

There were no items on agenda under Work Session.

### **OLD BUSINESS**

There were no items on agenda under Old Business.

### **NEW BUSINESS**

There were no items on agenda under New Business.

### **UPCOMING BUSINESS**

President Dan Harris reviewed Upcoming Business, including the Knox County Board Finance Committee meeting on May 20, 2021 beginning at 6:30 p.m. via teleconference, the Knox County Board meeting on May 26, 2021 at 6:00 p.m. at Galesburg City Hall and via teleconference, and the next Board of Health Meeting on June 10, 2021 beginning at 6:30 p.m. via teleconference.

### **COUNTY BOARD LIAISON**

Robert Bondi, Knox County Board Liaison to Board of Health, Robert stated the County Board is in full support of the Health Department and thanked Michele and her team for all they have been doing. Robert stated \$9,600,000 dollars have been allocated to the County, half this year and half next year, County received the criteria on how to spend those dollars, they are starting to research that through, hopefully by next month disclose how they will be able to allocate those dollars to various departments.

### **BOARD MEMBER COMMENTS**

Mr. Gibb stated he worked 3 out of 4 days at the vaccine clinics and wanted to give a shout out that it was done professionally, especially with all the walk-ins, number of volunteers, and all the entities involved it went smoothly. Ms. Grimes thought IPLAN summary was a lot of information and thought Brianne did a good job. Mr. Fletcher, Sr. said his staff enjoyed working at the vaccine clinic and Board thanked Michele and her staff for all the work they are doing.

### **EXECUTIVE SESSION**

There were no items on agenda under Executive Session.

### **RETURN TO OPEN SESSION**

There were no items on agenda under Return to Open Session.

**ADJOURNMENT**

A motion was made by Robert Bondi to adjourn the May 13, 2021 Board of Health meeting at 7:55pm; the motion was seconded by Doug Gibb. Roll Call vote was unanimous: Dan Harris-yes; Kevin Satisfsky-yes; Doug Gibb-yes; DuRae Fletcher, Sr.-yes; Robert Bondi-yes; Stephanie Grimes-yes; Bruce Bobofchak-yes; Susan Vinson-yes; and Lorraine Garland-yes.

DRAFT



## **Knox County Area Partnership for Economic Development Monthly Written Report May 2021**

### **KCAP Annual Meeting**

On Thursday, June 10<sup>th</sup> from 3:00PM to 4:30PM, KCAP will be holding our Annual Meeting for 2021. This event will take place in person at the Orpheum Theater downtown and will be centered on the theme of "Our Economy Post-Pandemic". As part of the program, KCAP will be holding a moderated panel of speakers representing our community's core industries to talk about the outlook for those industries after COVID. This is a free event and is open to the public. We strongly encourage members of the County Board to attend. The Orpheum Theater can safely accommodate more than 500 persons under the latest Department of Health guidelines. We will also have an online option for those who wish to attend remotely. To RSVP, please contact Abby Colvin at 309-343-1194 or [abby@knoxpartnership.com](mailto:abby@knoxpartnership.com).

### **Development Activity**

KCAP is excited to announce that our most recent project received approval from the Galesburg City Council on May 17<sup>th</sup>. The project will be a complete renovation of 185 S. Kellogg St. on the southern edge of Downtown Galesburg. The building will be transformed by Benedict Developers, LLC into a new microbrewery and event venue with an estimated completion date of Fall 2021. This project joins three other recent redevelopment projects on the Seminary/Tompkins/Kellogg St. block including Jimmy's Pizza (2018), Cornucopia expansion (2017) and the Cooks & Company expansion (2017). The project's cost is estimated at \$2.5 million. KCAP would like to thank Benedict Developers LLC, the City of Galesburg & F&M Bank for their efforts to make this project a reality.

Core Acquisitions announced that plans are underway to redevelop the former Sirloin Stockade property at Carl Sandburg Drive and Henderson St. While no tenants have been announced yet, the project's plans call for a multi-tenant development on the site with at least one new restaurant. More details on this project will be announced as the planning progresses.

### **CEO Program**

The Knox County CEO Program wrapped up its 2020-2021 year on May 4<sup>th</sup> with the CEO Trade Show at Carl Sandburg College. This was our most successful year to date for the program, which is considerable given the challenges created by COVID-19. Photos from the Trade Show can be found on <https://www.facebook.com/knoxcountyilceo/>.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ken Springer".

Ken Springer, President  
Knox County Area Partnership for Economic Development



## Knox County Board and Committee Meetings Calendar

### May 2021

The following is a list of the meetings of the standing Committees for the Knox County Board for the above referenced month.

Sheriff-Jail-Courthouse-Mary Davis Home-Animal Control-Building Committee

May 17, 2021 via teleconference. Starting at 6:30 PM  
Zoom Meeting ID = 847 8112 2679

Nursing Home Committee

May 18, 2021 via teleconference. Starting at 6:00PM  
Zoom Meeting ID = 871 8716 2607

Highway-Landfill-Assessor-Zoning-GIS-Information Technology Committee

May 19, 2021 via teleconference. Starting at 6:30 PM  
Zoom Meeting ID = 829 3988 2706 // Pass Code = 11 772 187

Finance-Insurance-Treasurer-Judicial-Clerk/Recorder-Veterans Committee

May 20, 2021 via teleconference. Starting at 6:30 PM.  
Zoom Meeting ID = 837 5706 6931

Personnel Committee

May 20, 2021 via teleconference. Starting at 5:30PM  
Zoom Meeting ID = 828 1274 6141 // Pass code under separate cover

IT Department Meeting

May 13, 2021 via teleconference. Starting at 9:30 AM.

Knox County Board Meeting – Regular Meeting

May 26, 2021 at Galesburg City Hall and via teleconference.  
Starting at 6:00 PM.

**Zoom Phone Number for Audio Only = 312-626-6799**