

Knox County Board Member Packet

Regular Meeting of the Board March 27, 2024



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

THE COUNTY OF KNOX
STATE OF ILLINOIS

OFFICE OF THE COUNTY CLERK



SCOTT G. ERICKSON
KNOX COUNTY CLERK

NICOLE BYERLY • MELANIE RICE
CORY TEEL • GLORIA CLIFF
ANNA BROWNLEE

**PUBLIC NOTICE OF REGULAR MONTHLY MEETING
OF THE KNOX COUNTY BOARD ON MARCH 27, 2024**

In accordance with action taken at its February 28, 2024, 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 March 27, 2024, at the Knox County Courthouse, Galesburg, Illinois 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.

DATED: March 22, 2024

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

Please Note:

There will be a closed session starting at 5:15PM for personnel, collective bargaining, security procedures, property, and pending litigation.



Knox County Board

Regular Monthly Meeting – March 2024
 Galesburg City Hall, Galesburg, Illinois
 And Via Teleconference for
 Public Viewing Access
 March 27, 2024

BOARD MEETING AGENDA

Special Events		
5:15 p.m.		Closed Session for Personnel, Collective Negotiations, Security Procedures, Property, 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 Board Meeting on February 28, 2024.
Item 2	Presentation	Sales tax and various taxes for month of December 2023 in the amounts of \$157,036.12 and \$40,706.71 and public safety tax in the amount of \$270,676.18.
Items for the Chairman		
Item 3	Approve R/C	Proclamation on Public Health Week in Knox County.
Item 4	Approve R/C	Proclamation on National County Government Month.
Item 5	Approve R/C	Appointment of Trustee to Galesburg Sanitary District of Mike Landon. (Re-Appointment)
Item 6	Approve R/C	Approve Option to Vacate Offer on Property Acquisition (If Necessary)
Report – Committee on Ways and Means.		
Item 7	Presentation	Monthly Report from Committee.

Item 8	Approve R/C	Approve Calendar for Budget Preparation. (Treasurer)
Item 9	Approve R/C	Approve Bid for ADA Ramp Replacement at Courthouse.
Item 10	Approve R/C	Approve Bid and Bring Back for Basement Entrance Renovations.
Item 11	Approve R/C	Approve Bid and Bring Back for Dumpster Area Improvements.
Item 12	Approve R/C	Approve Resolution to Modify Previous ARPA Resolution for Property Acquisition.
Item 13	Approve R/C	Approve Resolution on Emergency Replacement of Hot Water System at Mary Davis Home.
Report – Committee on Public Safety and Justice.		
Item 14	Presentation	Monthly Report from Committee.
Item 15	Approve R/C	Approve Contract for Dieting Prisoners with Warren County. (Sheriff)
Item 16	Approve R/C	Approve Resolution for Housing Inmates from Warren County Sheriff. (Sheriff)
Item 17	Approve R/C	Approve Intergovernmental Agreement between Knox County Sheriff and Cook County Sheriff for Inmate Housing. (Sheriff)
Item 18	Approve R/C	Approve Bid and Bring Back for Video Security System for Courthouse and Jail. (Sheriff)
Report – Committee on Infrastructure		
Item 19	Presentation	Monthly Report from Committee.
Item 20	Approve R/C	Approve Payment of Facility Vouchers for Building Evaluation.
Item 21	Approve R/C	Approve Survey of Proposed Property Acquisition (Subject to Board Approval of Purchase of Property).
Item 22	Approve R/C	Approve Engineering Services Agreement for Lynn Township Bridge Replacement, Section 23-11057-00-BR. (Highway)
Item 23	Approve R/C	Approve Resolution for Certificate of Authority for County Engineer to Enter into Joint Participation Agreement for Salt Procurement. (Highway)
Item 24	Approve R/C	Approve Resolution for Improvement Under Illinois Highway Code, Section 20-00016-77-RS. (Highway)
Item 25	Approve R/C	Approve Resolution Awarding MFT Aggregate Bids for Various Townships, Section 24-XX000-00-GM. (Highway)
Item 26	Approve R/C	Approve Resolution Awarding Bituminous Materials bids, Section 24-XX000-00-GM. (Highway)
Item 27	Approve R/C	Approve Resolution Awarding Culvert Pipe Bids for Knox County, Section 24-00000-00-CB. (Highway)
Report – Committee on Health and Human Services		
Item 28	Presentation	Monthly Report from Committee.
Item 29	Approve R/C	Approve Resolution on Emergency Expenditure for Sprinkler Pump and Nursing Home
Reports – External Committees Assigned to Board Members		
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 (Pugh)		
9-1-1 Committee (Hawkinson)		
Knox County Area Partnership for Economic Development		
Prairie Hills Resources Board (Smith)		
United Council of Counties (Bacon)		
Western Illinois Regional Council		
Knox County Mental Health 708 Board (Weiss)		
University of Illinois Extension Office (Boone)		
Knox County Civic Center Authority – Orpheum Board (Sandoval)		
Claims Against the County – R/C		
Item 30	Approve R/C	Approve Opening of Budget for Line Item Changes. (If Necessary)
Item 31	Presentation	Presentation of the Proposed Budget Line Item Changes
Item 32	Approve R/C	Approval of Proposed Line Item Changes. (If Necessary)
Item 33	Presentation	Review of Manual Checks Issued for Current Cycle.
Item 34	Approve R/C	Claims by Members for per diem and mileage for the Committee Meetings of March 2024, Board Meeting in February, and other claims for per diem from Meetings.
Item 35	Approve R/C	Claims against Knox County, Illinois, for the period of February 29, 2024 through March 27, 2024 (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)
Announcements		
Item 36	Presentation	The next regular meeting will be held on Wednesday, April 24, 2024 , 6:00 p.m., at Galesburg City Hall Council Chambers.
Closing Ceremonies		
Item 37	Presentation	Adjournment 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.

PROCLAMATION OF NATIONAL PUBLIC HEALTH WEEK IN KNOX COUNTY

WHEREAS, the week of April 1st through the 7th 2024, is recognized and known as National Public Health Week; and

WHEREAS, public health fundamentally works to prevent, promote, and protect the health of the entire Knox County community; and

WHEREAS, public health improves the quality of life, reduces human suffering, and is essential to every part of our life. Every day, the public health field is working – often behind the scenes – to prevent hazards and keep people healthy; and

WHEREAS, public health professionals have been and will continue to shape Knox County for the better, working together with scientific and technological advances, expanding access to immunizations, improving food safety, advocating for clean air and water, eliminating poisonous lead hazards, reducing the spread of infectious diseases, and working to eliminate health disparities; and

WHEREAS, during National Public Health Week we commit to the Knox County Health Department vision of “Healthy People in a Healthy Community”. Together, we share our appreciation to all those who strive to promote public health and strengthen our community.

NOW THEREFORE, I, Jared Hawkinson, Chair of the Knox County Board of Knox County Illinois do hereby proclaim that the week of April 1st through the 7th 2024 as Public Health Week 2024 in Knox County, Illinois. We call upon the residents, businesses, and governmental agencies in Knox County to observe this week by helping our families, friends, neighbors, co-workers, and leaders to better understand the value of public health and supporting the great accomplishments of public health.

Dated this 27th day of March, 2024.

Hon. Jared Hawkinson
County Board Chair

Attest:

Scott G. Erickson, Knox County Clerk

PROCLAMATION OF APRIL AS NATIONAL COUNTY GOVERNMENT MONTH IN KNOX COUNTY

WHEREAS, the nation's 3,069 counties serving more than 330 million Americans provide essential services to create healthy, safe, and vibrant communities; and

WHEREAS, counties provide health services, administer justice, keep communities safe, foster economic opportunities and much more; and

WHEREAS, Knox County, Illinois and all other counties take pride in our responsibility to protect and enhance the health, wellbeing, and safety of our residents in efficient and cost-effective ways; and

WHEREAS, under the leadership of National Association of Counties President Mary Jo McGuire, NACo is demonstrating how Counties are moving "Forward Together" by connecting, inspiring, and leading; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs, and services; and

WHEREAS, Knox County strives to serve its residents to the best of its ability and encourages suggestions and ideas on how to improve its performance.

NOW THEREFORE, I, Jared Hawkinson, Chair of the Knox County Board of Knox County Illinois do hereby proclaim that the month of April 2024 as National County Government Month and encourages all county residents to reflect on how they can help to make county government the best it can be.

Dated this 27th day of March, 2024.

Hon. Jared Hawkinson
County Board Chair

Attest:

Scott G. Erickson, Knox County Clerk



THE GALESBURG SANITARY DISTRICT

March 20, 2024

Honorable Jared Hawkinson
Chairman, Knox County Board
c/o Knox County Clerk
Knox County Courthouse
200 S. Cherry Street
Galesburg, IL 61401

2700 WEST MAIN STREET
GALESBURG, ILLINOIS 61401
PHONE (309) 342-0131
FAX (309) 342-2842

FILED

MAR 22 2024

SCOTT G. ERICKSON
COUNTY CLERK, KNOX COUNTY, IL

Re: Re-Appointment of Trustee
The Galesburg Sanitary District

Dear Mr. Hawkinson,

The current term of Mr. Mike Landon as Trustee of The Galesburg Sanitary District will expire on the first Monday of May 2024. Mr. Landon has faithfully served the residents of Galesburg as Trustee of the District and has expressed a willingness to serve another term. Pursuant to the Sanitary District Act of 1917, as Knox County Board Chair, you are entrusted with the responsibility to appoint Trustees for the District, with the advice and consent of the County Board.

As you are aware, public service as a member of *any* Board, while very important, is often underappreciated in its value to the community. That reality is especially true for the Board of the Galesburg Sanitary District, where the collection and treatment of wastewater is mostly a thankless task. However, without efficient operations and good oversight, the failures associated with these systems can be catastrophic. Mike has proven able and willing to roll up his sleeves to understand the components necessary for guiding the direction of the District, and to be an outspoken supporter of the work that is being done here. There is much to learn here, and Mike has demonstrated an excellent capacity for acquiring the knowledge required.

It is because of these reasons that I, along with the rest of the Board, support his reappointment to the position of Trustee for The Galesburg Sanitary District. Mr. Landon has served his community in a variety of capacities, and pursuant to the Knox County Board's policy, a copy of his resume is enclosed for your examination.

Very truly yours,

Kenneth C. Swanson
Board President
The Galesburg Sanitary District

Enclosure

Knox County Board External Appointment Request Form

The following form shall be used for any appointments that are made by the Knox County Board. Please complete the form and submit to the Knox County Clerk for presentation to the County Board.

Requesting Entity: The Galesburg Sanitary District

Position to be appointed: Board of Trustees

Name of Candidate for position: Michael D. Landon

Address of Candidate: 354 Hawkinson Avenue

Re-Appointment or New Appointment: Re-Appointment

Background or experience of candidate that make them qualified for the position (attach resume or extra sheet if needed): _____

Resume is included

Number of applicants for the position: 1

Were all applicants interviewed: yes

I / We do hereby attest that the proposed candidate has been properly reviewed and is recommended for appointment by the Knox County Board to serve in the above noted position. I / We have reviewed all other applicants and have concluded that the proposed candidate is the best suited for the position. Please consider this our formal request for appointment.

Signed: Maureen K. Swanson Title: District Superintendent

Address to mail correspondence and certificate of appointment:

2700 W. Main Street, Galesburg, Illinois 61401

MICHAEL DEAN LANDON

Professional Highlights

- Business Agent, **Plumbers & Pipefitters Local 25**, 2018 - Present
- Piping Superintendent/Foreman, **Ryan & Associates**, 2008-2018
- Iowa and Illinois Plumbing License
- Journeyman Plumber, **Plumbers & Pipefitters Local 25, Rock Island**, 1998-Present
- Foreman Training
- OSHA 10 Hour Training with compliance in State and Federal regulations

Boards Served

- Local 25 Membership, 1995 - Present
- Local 25 By-Laws, Organizing and PAC Committees
- Big Brothers Big Sisters of Knox County
- Head Usher and Life-long Member of First Baptist Church
- Galesburg Sanitary District, Vice-President, October 2019-Present

Coordinator-Instructor Experience/Certifications

- 40 years-experience of all facets in Mechanical and Trade-related Instruction and Industry
- Medical Gas Install & Brasier Certification
- Dispatching, Purchasing, and Construction Crew Management
- Contract Negotiations

**THE COUNTY OF KNOX
STATE OF ILLINOIS**

**OFFICE OF THE
KNOX COUNTY BOARD**



**Ways & Means
Committee**

*Brian Friedrich
Committee Chairman*

AGENDA

Date / Time of Meeting: March 21, 2024 @ 6pm
Location of Meeting: Annex Conference Room

Call to Order

Roll Call: Committee Chairman Friedrich, Amanda, Bondi, Bacon, Pugh, Kramer, Olinger, Sandoval

Public Comment

Modifications to Agenda

Approval of Prior Months Minutes

Knox County Clerk/Recorder

- Report

Knox County Assessor/Zoning/GIS

- Report

Knox County Treasurer

- Report
- Approve Calendar for Budget Preparation

Insurance/Liability Information

- Report

Budget/County Board/ARPA/Misc.

- Financial & Personnel Expenses Report from Treasurer
- Approve Bid for ADA Ramp Replacement at Courthouse
- Approve Infrastructure Committee Request to modify ARPA Resolution from \$15,000 to \$20,000. (Bondi)
- Approve Emergency Replacement of Hot Water System at Mary Davis Home.

Review / Approval of Bills

Old/New Business

Executive Session (If necessary)

Adjournment

THE COUNTY OF KNOX
STATE OF ILLINOIS



Ways & Means
Committee

OFFICE OF THE
KNOX COUNTY BOARD

Brian Friedrich
Committee Chairman

OPEN SESSION MINUTES

Date of Meeting: Thursday February 22, 2024
Time of Meeting: 6pm
Location of Meeting: Knox County Annex Conference Room

Attendance: Committee Chairman Friedrich, Smith, Bondi, Bacon, Pugh, Kramer, Olinger, Sandoval

Others in Attendance: Board Chairman Hawkinson, Member Nache, Treasurer Davis, Clerk/Recorder Erickson, Assessor Hotchstetor

Committee Chairman Friedrich called the meeting to order at 1800hrs and took roll call.

Public comment was announced with no members of the public requesting to provide comment.

There were no modifications to the agenda.

Member Kramer motioned with Member Bondi making a second to approve the meeting minutes from July 2023. Motion passed unanimously by voice vote.

Clerk/Recorder

Knox County Clerk/Recorder provided his report and advised a copy of the report was in the committee's GDrive.

Action Item(s)

None

Assessor/Zoning/GIS

The County Assessor provided the report and advised a copy was in the committee's GDrive. Shared that she has spoke with Dist 205 about sharing cost of tax program with no confirmation yet. She is also waiting to roll to the new year.

Action Item(s)

None

Treasurer

Treasurer Davis presented her report that is on the GDrive. Reminded the board that contracts that have to do with financial items need to be relayed to the Treasurer ASAP for filing and proper financial handling. Provided that there was no update thus far on the MADCO/Federal court case but would followup with the States Attorney. Advised that the ClearGov program transition is not working as expected and has a meeting with the company. Chair Friedrich asked and spoke about the upcoming budget plans and the need to have a plan soon to publish. Member Bacon shared there was no budget changes for the NH this month but would be some next month.

Action Item(s)

- Approve required Kill Claim - Bacon/Sandoval - Currently no claims - Passed unanimously
- Approve Bid and Bring Back Health Insurance - Kramer/Smith - Davis advised dental is locked until 2025 and vision until 2025 so this is only for Health Insurance. Advised that Stop Loss may return high as 2 employees are already at the stop loss rate - Passed unanimously

Budget / County Board / ARPA / MISC

Treasurer Davis briefly reviewed the financial data that was provided. Advised that insurance/liability stop loss \$110,000 and \$283,126.66 which is higher than last year at the same time. Financial packet is in the GDrive. Davis has a meeting with the Sheriffs Office the next day regarding county inmate. Advised that larger items from ARPA being expended is the 2nd installment for the Galesburg Community Foundation in the amount of \$500,000 and for Klinger & Associates for the work so far at 50 East Main Street.

Action Items

Budget Change - Several departments provided changes

- Motion by Bondi, Second by Kramer - Voice Vote - Passed unanimously

Review/Approval of Bills

Motion by Sandoval, Second by Kramer - Voice Vote - Passed unanimously

Old/New Business

None

Committee Chairman Friedrich advised he wasn't aware of any need for an executive session and asked if there was a need by the committee.

Motion to adjourn the meeting was made by Member Smith and seconded by Member Olinger. Voice Vote - Passed unanimously. Adjournment at 1825hrs

THE COUNTY OF KNOX
STATE OF ILLINOIS

OFFICE OF THE COUNTY CLERK



SCOTT G. ERICKSON
KNOX COUNTY CLERK & RECORDER

NICOLE BYERLY • MELANIE RICE-WEIK
CORY TEEL • GLORIA CLIFF
ANNA BROWNLEE

Report of the Office of County Clerk & Recorder MARCH 2024

Honorable Ways and Means Committee, Chair Brian Friedrich presiding:

The following is my report on the State of the office for the month of March 2024. As always, if you have any questions, please feel free to contact me at any time.

County Clerk's Office

In the County Clerk's office, we continue to complete requests for vital records and licenses. The Off-Highway vehicle program is continuing to keep busy and we are currently at 493 licenses sold. The temporary license program is still in development with a projected implementation this Spring.

I am continuing to work with VISA and NACo for a webinar on the KNOXPAY credit card payment program that we completed the pilot program on. The final report is scheduled for release in April.

Elections Division

Election operations continue after a successful Primary Election. Voter turnout for the County was at 15.23%.

Recorder's Office

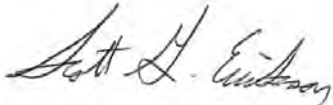
In the Recorder's office we continue to process the property records for land sales in the County. We are working on a promotional program for the Honor Rewards program for Veterans to be rolled out in the Spring.

General Office Information

We have the following items for action at this meeting:

No action items for this month.

Respectfully submitted this 21st day of March, 2024.

A handwritten signature in cursive script, appearing to read "Scott G. Erickson".

Scott G. Erickson, CCO
Knox County Clerk & Recorder

Report for the Office of the Knox County Treasurer
March 2024

Honorable Ways and Means Committee,

The following is my report on the State of the office for the month of March, 2024. Please feel free to contact me should you have any questions or concerns.

Treasurer's Office

In the Treasurer's Office, we continue to deposit daily funds, reconcile countywide accounts, and assist departments with budget changes, journal entries and other financial transactions. We are currently gathering information and compiling reports for the auditors in preparation of the annual audit. They will be on site next week.

All Department Heads/Elected officials need to return their signed reconciliation of their accounts monthly. This will insure that they are monitoring their monthly revenue/expense reports. For internal control the auditors are also asking for copies of any statements and their reconciliation for outside accounts to also be submitted to my office monthly.

All Department Heads/Elected officials need to please make sure that any contracts or agreements that impact the financial reports are promptly submitted to the Treasurer's office so proper accounting can be created, if necessary.

Real Estate/Mobile Home

I do not have any updates on the Madison County case where a motion was filed to preserve equity from every tax buyer. The County is asking the Court to order that any equity (any amount above

redemption, open forfeitures, other real estate tax liens paid) be identified and preserved pending further order of the Court.

I also do not have any updates on the class action lawsuit that was filed in Federal Court, Northern District of Illinois. Six plaintiffs were named in the suit, along with eight Illinois counties: DuPage, Winnebago, Peoria, Lake, Will, Kane, Carroll and Boone. The complaint specifically references the Tyler case and seeks compensation for home equity taken via tax deed.

The trustee did calculate that we hold \$20,105.94 from deeds of conveyances that were approved at the January 2024 board meeting.

Mobile home tax bills were mailed March 15, 2024 with the due date of May 15, 2024.

Payroll/Benefits

Biweekly review of benefits and accruals with department heads when they return their leave balances. We are continuing to process payrolls, adding benefits, filing taxes, submitting pension and all other deductions to appropriate vendors.

Budgets

Treasurer, by statute, can't pay obligations if the total personnel or operating funds are not available within a specific department and/or fund. Treasurer also can't pay obligations if there are no funds available for payment. Departments are responsible for monitoring their appropriate budgets and submitting any budget changes, if necessary. Budget changes need 2/3 of board approval for immediate emergency in excess of those authorized by the budget or transfers affecting personnel and capital.

The budget schedule and timeline for FY 24-25 should be discussed and approved next month.

Still working with Clear Gov to fix data corrections and calculations. The support at the company is extremely limited and therefore, I have reached out to another Illinois county that is currently using their software. A decision may have to be made next month on whether to terminate or dedicate more resources to this software.

ACTION ITEMS:

No Action items for this month.

Respectfully,

Robin E. Davis

Knox County Treasurer and Ex-officio Collector, CCO

ASSESSMENT / ZONING / GIS REPORT

March 27, 2024

ASSESSMENT OFFICE

We are working on Deeds, we only have 1 user name to access the Laredo system to print and review deeds. We are doing a Pilot Term with Just Appraised. They are a company that the software merges the incoming new deeds from Laredo into DevNet names and sales tabs. Our office reviews and approves the edits and it is going to be a great time saver as we do not have to do all the typing into all the fields. This would alleviate the need for additional Laredo logins. This software would help get us caught up on our deed changes so that we would no longer be behind and also alleviate the current need for additional personnel in our office. The company is nation wide but new to the state of Illinois. Currently McHenry county is the only other county in Illinois that has started the Pilot Term besides us. I am just waiting for Scott to release the Laredo Deeds directly to Just Appraised. The cost of this software will be less then the cost of additional personnel and all the benefits. As they are new to Illinois we have some negotiating room in the cost for next year. The Pilot Term amount was \$4750.00 and I was able to work that out of my current budget.

ZONING

There was none (0) Adjudication hearings in February of 2024. ZBA had none (0) cases in February 2024. The Zoning office issued forty-two (42) building permits for February 2024 with an EAV of \$522,230 compared to seventeen (17) building permits for February 2023 with an EAV of \$543,850.

Application fees collected since January 1st 2024: \$1600.00 (new fee of 25.00 per application)

Missi Wheeler
Knox County Zoning Officer

THE GIS REPORT

The new enterprise deployment is moving forward again. As soon as the new domain is finalized, with the IT department's help, we should be able to finish the install. There are a lot of moving pieces but at least they are moving in the right direction.

A map book, with no spray zones, has been completed to aid in their roadside pesticide application process. I had hoped to have an application, on the new install, done by now, but this will work until it is done,

The Williamsfield Sanitary District requested a map of parcels paying into the district. That has been completed. The city Assessor's office had some problems with a desktop mapping application. They changed how they accessed some of the resources on our network, and that affected the maps. We found a work around that solves the problem for now. The long-term solution will be an internal map that will be tailored to their needs. It is in the planning stage now.

Bill Lotz

Respectfully submitted,

Sonia Hochstetler, CIAO, CCAO

Batch Invoices Entered by Vendor (APLT10)

Knox County

Selection Criteria: Batch Number - '03/07/2024 GIS'; '03/07/2024 Zoni

Invoice	Inv Date	Due Date	Description	Invoice Amt
Vendor: 40073	DEV NET, INC		2254 OAKLAND SYCAMORE, IL 60178	
Vendor User ID: 40073	Vendor Org. ID: A			
0711.11013	3/7/2024	3/27/2024	CAMA & WEDGE APRIL 2024 TO JUNE 2024	\$3,174.65
GL Acct	GL Description	Distribution Description	Amount	
00101059000001	CONTRACTUAL SERVICES	CAMA & WEDGE APRIL 2024 TO JUNE 2024	\$3,174.65	
Subtotal for Vendor 40073 :			\$3,174.65	
Vendor: 50115	ELAN CORPORATE PAYMENT SYSTEMS		P.O. BOX 790428 ST LOUIS, MO 63179-0428	
Vendor User ID: 50115	Vendor Org. ID: A			
007730 & 086887	3/7/2024	3/27/2024	2024 IACZO APRIL MEETING AT STARVED ROCK	\$341.88
GL Acct	GL Description	Distribution Description	Amount	
00113058060065	TRAVEL/TRAINING EXP - ZONING	2024 IACZO APRIL MEETING AT STARVED ROCK	\$341.88	
Subtotal for Vendor 50115 :			\$341.88	
Vendor: 90106	IACO		IACO REGISTRATION P.O. BOX 9296 SPRINGFIELD, IL 62791	
Vendor User ID: 90106	Vendor Org. ID: A			
3225	3/7/2024	3/27/2024	SPRING CONFERENCE registration fees	\$215.00
GL Acct	GL Description	Distribution Description	Amount	
00101058060001	TRAVEL EXP-ASSESSMENT	SPRING CONFERENCE registration fees	\$215.00	
Subtotal for Vendor 90106 :			\$215.00	
Vendor: 2003785	JUST APPRAISED INC.		2261 MARKET ST #4074 SAN FRANCISCO, CA 94114	
Vendor User ID: 2003785	Vendor Org. ID: A			
12531	3/18/2024	3/27/2024	New Software to assist in deed changes for the county	\$4,750.00
GL Acct	GL Description	Distribution Description	Amount	

Batch Invoices Entered by Vendor (APLT10)

Knox County

Selection Criteria: Batch Number - '03/07/2024 GIS'; '03/07/2024 Zoni

Invoice	Inv Date	Due Date	Description	Invoice Amt
00101056050001			PRINT & ADS - ASSESSMT	\$2,000.00
			New Software to assist in deed changes for the county	
00113456030001			APPRAISAL RESERVE	\$2,750.00
			New Software to assist in deed changes for the county	
Subtotal for Vendor 2003785 :				\$4,750.00

Vendor: 2001226 MELISSA WHEELER
Vendor User ID: 2001226 Vendor Org. ID: A

GL Acct	GL Description	Distribution Description	Amount	
3/14/24Melissa	3/18/2024	3/27/2024	Postage Mailing fees for the upcoming ZBA hearings	\$102.15
00100057000010			POSTAGE - COURTHOUSE	\$102.15
			Postage Mailing fees for the upcoming ZBA hearings	
Subtotal for Vendor 2001226 :			\$102.15	

Vendor: 160044 OFFICE MACHINE CONSULTANTS,INC 3624 BLACKHAWK ROAD ROCK ISLAND, IL 61201
Vendor User ID: 160044 Vendor Org. ID: A

GL Acct	GL Description	Distribution Description	Amount	
IN296104	2/26/2024	3/27/2024	EXTRA COST DUE TO PRINTING THE ZONING LETTERS/ CONTRACT FEES	\$1,566.69
00101059000001			CONTRACTUAL SERVICES	\$1,566.69
			EXTRA COST DUE TO PRINTING THE ZONING LETTERS/ CONTRACT FEES	
Subtotal for Vendor 160044 :			\$1,566.69	

Vendor: 160081 OFFICE SPECIALISTS, INC 143 E FERRIS ST GALESBURG, IL 61401
Vendor User ID: 160081 Vendor Org. ID: A

GL Acct	GL Description	Distribution Description	Amount	
1157988-0	3/7/2024	3/27/2024	2 cases of paper	\$93.98
00101067500001			OFF. SUPPLIES - ASSESSMENT	\$93.98
			2 cases of paper	

Batch Invoices Entered by Vendor (APLT10)

Knox County

Selection Criteria: Batch Number - '03/07/2024 GIS'; '03/07/2024 Zoni

Invoice	Inv Date	Due Date	Description	Invoice Amt
1158559-0	3/7/2024	3/27/2024	office supplies: pens & rulers	\$63.59
GL Acct	GL Description	Distribution Description	Amount	
00101067500001	OFF. SUPPLIES - ASSESSMENT	office supplies: pens & rulers	\$63.59	
1158559-1	3/18/2024	3/27/2024	large envelopes for mailing out ZBA case paperwork	\$161.49
GL Acct	GL Description	Distribution Description	Amount	
00113267500065	OFFCE SUPPLY-ZNING BD APP	large envelopes for mailing out ZBA case paperwork	\$161.49	
1158658-0	3/18/2024	3/27/2024	office paper 1 cases	\$49.99
GL Acct	GL Description	Distribution Description	Amount	
00113267500065	OFFCE SUPPLY-ZNING BD APP	office paper 1 cases	\$49.99	
1158769-0	3/18/2024	3/27/2024	desk organizer supplies for offices	\$16.50
GL Acct	GL Description	Distribution Description	Amount	
00101067500001	OFF. SUPPLIES - ASSESSMENT	desk organizer supplies for offices	\$16.50	
1158769-1	3/18/2024	3/27/2024	desk organizer supplies for offices	\$425.48
GL Acct	GL Description	Distribution Description	Amount	
00101067500001	OFF. SUPPLIES - ASSESSMENT	desk organizer supplies for offices	\$425.48	
Subtotal for Vendor 160081 :				\$811.03
<hr/>				
Vendor: 200067	SIDWELL COMPANY	PO BOX 74008484	CHICAGO, IL 60674-8484	
Vendor User ID: 200067	Vendor Org. ID: A			
SIDMNN0001956	3/7/2024	3/27/2024	2/1/24 TO 1/31/25 Parcel Admin	\$1,680.00
GL Acct	GL Description	Distribution Description	Amount	
08600075050020	SOFTWARE/HARDWARE	2/1/24 TO 1/31/25 Parcel Admin	\$1,680.00	
Subtotal for Vendor 200067 :				\$1,680.00

Batch Invoices Entered by Vendor (APLT10)

Knox County

Selection Criteria: Batch Number - '03/07/2024 GIS', '03/07/2024 Zoni

Invoice Inv Date Due Date Description

Invoice Amt

Grand Total : \$12,641.40

Fund	Fund Name	Fund Total
001	COUNTY FUNDS	\$10,961.40
086	GIS	\$1,680.00
Total All Funds:		\$12,641.40

_____	Approved by	_____	Approved Date
_____	Approved by	_____	Approved Date
_____	Approved by	_____	Approved Date

Batch Invoices Entered by Account Number (APLT11)

Knox County

Selection Criteria: Batch Id - '03/07/2024 GIS','03/07/2024 Zoni

Invoice	Inv Date	Due Date	Description	Invoice Amt
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GL Acct: 00100057000010 POSTAGE - COURTHOUSE

Vendor: 2001226	MELISSA WHEELER				
3/14/24	Mellisa	3/18/2024	3/27/2024	Postage Mailing fees for the upcoming ZBA hearings	\$102.15

Subtotal for GL Acct: 00100057000010 : \$102.15

GL Acct: 00101056050001 PRINT & ADS - ASSESSMT

Vendor: 2003785	JUST APPRAISED INC.				
12531		3/18/2024	3/27/2024	New Software to assist in deed changes for the county	\$2,000.00

Subtotal for GL Acct: 00101056050001 : \$2,000.00

GL Acct: 00101058060001 TRAVEL EXP-ASSESSMENT

Vendor: 90106	IACO				
3225		3/7/2024	3/27/2024	SPRING CONFERENCE registration fees	\$215.00

Subtotal for GL Acct: 00101058060001 : \$215.00

GL Acct: 00101059000001 CONTRACTUAL SERVICES

Vendor: 40073	DEV NET, INC				
0711.11013		3/7/2024	3/27/2024	CAMA & WEDGE APRIL 2024 TO JUNE 2024	\$3,174.65

Vendor: 160044 OFFICE MACHINE CONSULTANTS,INC

IN296104		2/26/2024	3/27/2024	EXTRA COST DUE TO PRINTING THE ZONING LETTERS/ CONTRACT FEES	\$1,566.69
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Subtotal for GL Acct: 00101059000001 : \$4,741.34

Batch Invoices Entered by Account Number (APLT11)

Knox County

Selection Criteria: Batch Id - '03/07/2024 GIS', '03/07/2024 Zoni

Invoice	Inv Date	Due Date	Description	Invoice Amt
GL Acct: 00101067500001 OFF. SUPPLIES - ASSESSMENT				
Vendor: 160081			OFFICE SPECIALISTS, INC	
1157988-0	3/7/2024	3/27/2024	2 cases of paper	\$93.98
1158559-0	3/7/2024	3/27/2024	office supplies: pens & rulers	\$63.59
1158769-0	3/18/2024	3/27/2024	desk organizer supplies for offices	\$16.50
1158769-1	3/18/2024	3/27/2024	desk organizer supplies for offices	\$425.48
Subtotal for GL Acct: 00101067500001 :				\$599.55
GL Acct: 00113058060065 TRAVEL/TRAINING EXP - ZONING				
Vendor: 50115			ELAN CORPORATE PAYMENT SYSTEMS	
007730 & 086887	3/7/2024	3/27/2024	2024 IACZO APRIL MEETING AT STARVED ROCK	\$341.88
Subtotal for GL Acct: 00113058060065 :				\$341.88
GL Acct: 00113267500065 OFFICE SUPPLY-ZNING BD APP				
Vendor: 160081			OFFICE SPECIALISTS, INC	
1158559-1	3/18/2024	3/27/2024	large envelopes for mailing out ZBA case paperwork	\$161.49
1158658-0	3/18/2024	3/27/2024	office paper 1 cases	\$49.99
Subtotal for GL Acct: 00113267500065 :				\$211.48
GL Acct: 00113456030001 APPRAISAL RESERVE				
Vendor: 2003785			JUST APPRAISED INC.	
12531	3/18/2024	3/27/2024	New Software to assist in deed changes for the county	\$2,750.00
Subtotal for GL Acct: 00113456030001 :				\$2,750.00

Batch Invoices Entered by Account Number (APLT11)

Knox County

Selection Criteria: Batch Id - '03/07/2024 GIS', '03/07/2024 Zoni

Invoice	Inv Date	Due Date	Description	Invoice Amt
GL Acct: 08600075050020			SOFTWARE/HARDWARE	

Vendor: 200067	SIDWELL COMPANY			
SIDMN0001956	3/7/2024	3/27/2024	2/1/24 TO 1/31/25 Parcel Admin	\$1,680.00

Subtotal for GL Acct 08600075050020 : **\$1,680.00**

Grand Total : **\$12,641.40**

Fund Totals		
Fund	Fund Name	Fund Total
001	COUNTY FUNDS	\$10,961.40
086	GIS	\$1,680.00
Total All Funds:		\$12,641.40

Invoices Verified to Available Budget

Knox County

Selected Batch Number : 03/07/2024 GIS

Selected Batch: 03/07/2024 GIS - 3/27/2024

Fund: 086 - GIS

086-000-750500-20	SOFTWARE/HARDWARE	Vendor	Invoice	Invoice Amount	Pending Amount	Remaining Budget
		200067 - SIDWELL COMPANY	SIDMN0001956	\$1,680.00		
086-000-750500-20	SOFTWARE/HARDWARE			\$1,680.00	\$0.00	\$51,960.17
Total Value of Verified Invoices :				\$1,680.00		

Invoices Verified to Available Budget

Knox County

Selected Batch Number : 03/07/2024 Zoning

Selected Batch: 03/07/2024 Zoning - 3/27/2024

Fund: 001 - COUNTY FUNDS

001-130-580600-65		TRAVEL/TRAINING EXP - ZONING					
Vendor	Invoice	Invoice Amount	Pending Amount	Remaining Budget			
50115 - ELAN CORPORATE PAYMENT SYSTEMS	007730 & 086887	\$341.88					
001-130-580600-65	TRAVEL/TRAINING EXP - ZONING	\$341.88	\$0.00	\$500.00			
001-132-675000-65	OFFICE SUPPLY-ZNING BD APP						
Vendor	Invoice	Invoice Amount	Pending Amount	Remaining Budget			
160081 - OFFICE SPECIALISTS, INC	1158559-1	\$161.49					
160081 - OFFICE SPECIALISTS, INC	1158658-0	\$49.99					
001-132-675000-65	OFFICE SUPPLY-ZNING BD APP	\$211.48	\$0.00	\$673.69			
Total Value of Verified Invoices :				\$553.36			

Invoices Verified to Available Budget

Knox County

Selected Batch Number : 03/7/2024 Assessor

Selected Batch: 03/7/2024 Assessor - 3/27/2024

Fund: 001 - COUNTY FUNDS

001-000-570000-10 POSTAGE - COURTHOUSE

Vendor

2001226 - MELISSA WHEELER

Invoice

3/14/24Mellisa

Invoice Amount

\$102.15

Pending Amount

\$0.00

Remaining Budget

\$51,472.44

001-000-570000-10 POSTAGE - COURTHOUSE

\$102.15

001-010-560500-01 PRINT & ADS - ASSESSMT

Vendor

2003785 - JUST APPRAISED INC.

Invoice

12531

Invoice Amount

\$2,000.00

Pending Amount

\$0.00

Remaining Budget

\$24,876.00

001-010-560500-01 PRINT & ADS - ASSESSMT

\$2,000.00

001-010-580600-01 TRAVEL EXP-ASSESSMENT

Vendor

90106 - IACO

Invoice

3225

Invoice Amount

\$215.00

Pending Amount

\$0.00

Remaining Budget

\$2,997.76

001-010-580600-01 TRAVEL EXP-ASSESSMENT

\$215.00

001-010-590000-01 CONTRACTUAL SERVICES

Vendor

40073 - DEV NET, INC

Invoice

0711.11013

Invoice Amount

\$3,174.65

Pending Amount

160044 - OFFICE MACHINE CONSULTANTS,INC

IN296104

\$1,566.69

Remaining Budget

\$21,528.53

001-010-590000-01 CONTRACTUAL SERVICES

\$4,741.34

001-010-675000-01 OFF. SUPPLIES - ASSESSMENT

Vendor

160081 - OFFICE SPECIALISTS, INC

Invoice

1157988-0

Invoice Amount

\$93.98

Pending Amount

160081 - OFFICE SPECIALISTS, INC

1158559-0

\$63.59

Remaining Budget

\$4,050.12

001-010-675000-01 OFF. SUPPLIES - ASSESSMENT

\$599.55

001-134-560300-01 APPRAISAL RESERVE

Vendor

2003785 - JUST APPRAISED INC.

Invoice

12531

Invoice Amount

\$2,750.00

Pending Amount

\$0.00

Remaining Budget

\$8,660.00

001-134-560300-01 APPRAISAL RESERVE

\$2,750.00

Invoices Verified to Available Budget

Knox County

Selected Batch Number : 03/7/2024 Assessor

Total Value of Verified Invoices : \$10,408.04

BUDGET SCHEDULE 2024-2025

Thursday, March 21 (Finance Committee)

Discuss schedule and guidelines for budget preparation.

Friday, April 5 (Treasurer)

Grant access to CIC Budgeting Preparation module for Department Heads and Elected Officials to enter anticipated revenue and expenditures requests for FY 2024-2025.

Friday, June 14 (Elected Officials and Department Heads)

Elected Officials and Department Heads MUST have completed entering proposed FY 2025 budget revenue and expenditures in the Budget Preparation module by 4:00 P.M. All supporting documentation MUST be scanned into the appropriate appropriation or emailed to the County Treasurer by 4:00 P.M.

July (Treasurer, Department Heads and Committees)

Review budget proposals and projections.

Meet with elected officials and department heads as needed to achieve a balanced budget.

July-September (Finance Committee) 1st Work session Tuesday, July 23rd

Work sessions for budget – dates to be determined later

Meet with elected officials and department heads as needed to achieve a balanced budget

Tuesday, October 1 (Treasurer, County Clerk and Supervisor of Assessments)

Write tax levies for the finalized Budget.

Thursday, October 17 (Finance Committee Meeting)

Present final budget draft to the Committee.

Wednesday, October 23 (Knox County Board Meeting)

Present final budget draft to the County Board.

Wednesday, October 23

IF NEEDED, TRUTH IN TAXATION NOTICE: “The corporate authority shall give public notice of and hold a public hearing on its intent to adopt an aggregate levy in an amount which is more than 105% of the amount extended or estimated to be, plus any amount abated, upon the final aggregate levy of the preceding year, exclusive of election costs.” The notice shall appear not more than 14 days nor less than 7 days prior to the date of the public hearing. (Chap. 35ILCS 200/18-80)

Friday, November 1

Budget posted for public inspection at least 15 days prior to final action.

Wednesday, November 27 (County Board Meeting)

If needed, Truth in Taxation Hearing.

Approve the Final 2024-2025 Budget Tax Levies

Approve the Final 2024-2025 Budget



QUINCY · GALESBURG · BURLINGTON · PELLA · DAVENPORT · HANNIBAL · COLUMBIA · DAVENPORT

OWNER NAME: Knox County

Bid Date: Wednesday, March 20, 2024

Knox County Courthouse -
County Clerk's Office,

Bid Location: Galesburg, Illinois

Bid Time: 11:30 AM

PROJECT NAME: Courthouse - Ramp Replacement

Project No.: 23-3022

BID TABULATION

Contractor	Laverdiere Construction	Otto Baum Company	Hein Construction	Brandt Construction		
Bid Bond or Certified Check	X	X	X	X		
Addenda Acknowledged						
Addendum 1	X	X	X	X		
Base Bid #1 - South Ramp Replacement	\$136,886.00	\$96,800.00	\$94,000.00	\$125,000.00		
Base Bid #2 - New East Ramp & Stair	\$447,410.00	\$367,800.00	\$384,000.00	\$585,000.00		
General Contingency Allowance (\$25,000.00)	X	X	X	X		
Base Bid #1 + Allowance	\$157,086.00	\$121,800.00	\$119,000.00	\$150,000.00		
Base Bid #2 + Allowance	\$454,510.00	\$392,800.00	\$409,000.00	\$610,000.00		

Respectfully Submitted By:

Cody N Basham

Project Manager Name

Klingner & Associates, PC

March 20, 2024

Date

**THE COUNTY OF KNOX
STATE OF ILLINOIS**

**OFFICE OF THE
KNOX COUNTY BOARD**



**PUBLIC SAFETY & JUSTICE
COMMITTEE**

OPEN MINUTES

Date of Meeting: Feb 19, 2024
Time of Meeting: 6:00 pm
Location of Meeting: Knox County Annex Conference Room
Zoom# 7295327867

6:00 PM Call to Order by Committee Chair Kramer and roll call was taken,
Attendance: Committee Chair Kramer, Weiss, Boone, Cohen, Pugh, and Sandoval

6:00 PM-quorum was declared.

6:00 PM- Committee Chair Kramer called for Public Comment and there was none.

6:00 PM - Review of any Additions, Deletions and Corrections to Agenda and there was none.

6:01 Chairman Kramer motioned to approve the agenda as presented, seconded by Sandoval– motion passed unanimously by voice vote.

6:01 pm- Chairman Kramer motioned to approve prior months' minutes, seconded by Weiss–motion passed unanimously by voice vote.

Mary Davis Home

Supt. Steck present and provided monthly report and copy of report for Board Packet

Sheriff's Office

Officer L. May present and provided an oral report. Sheriff Harlan not present but provided monthly report for Board Packet

States Attorney

No report submitted

Public Defender

No report submitted

Circuit Clerk

No report submitted

Judicial

No report submitted

Coroner

No report submitted

Old Business

No old business entered for discussion

New Business

No new business entered for discussion

Bills

6:09 PM-Motion made to approve bills by Sandoval and second by Cohenl to advance the bills as presented. Motion passed unanimously by voice vote.

6:10 PM -Chair Kramer motioned to adjourn and second by Weiss. Motion passed unanimously by voice vote at 6:10 PM



KNOX COUNTY SHERIFF'S OFFICE

Jack C. Harlan Jr.

SHERIFF

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

03/13/2024

To: Sheriff Jack C. Harlan Jr.
From: Lieutenant Carl Kraemer
Re: Monthly Activity Report - **February 2024**

Patrol Activity:

Miles of Patrol: **53535**

Total Calls for Service: **1090**

Motorist Assists: **35**

Traffic Crashes: **25**

Alarm Calls: **10**

Fire Calls: **16**

Traffic Citations: **207**

911 Hang-ups: **34**

Domestic Disputes: **26**

Medical Assists: **44**

Traffic Warnings: **302**

Civil Process Activity:

Total Number of Papers Served: **353**

Served by Civil Process Division: **304**

Served by Patrol/Other Divisions: **49**

Knox County Court Security:

Persons at Security Station: **5618**

Handicapped Assistance: **23**

Inmate Appearances: **24**

Arrests: **10**

Daily Average: **281**

Delivery Assistance: **11**

Inmate Video Court: **120**

Auxiliary Hours:

Patrol: **0**

Jail: **0**

Courthouse: **0**

Special Details: **0**

Knox County Jail:

Federal Inmates in the Knox County Jail: **10**

HOUSING

United States Marshal Service Central District of Illinois

Invoice #:		Vendor Code: 37-6001167	
Invoice Date: MARCH 1st 2024	Address Code: J26		Log #: PH-
TIN #: 37-6001167	Log Date:		
IGA #: 26-03-0037	25801 Housing		HDH5000D \$ 18,720.00
Facility Code: 5DF	<i>FOR USMS USE ONLY</i>		

Detention Facility:

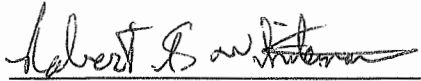
Knox County Sheriff's Department 152 S. Kellogg St., Galesburg, IL 61401	
Email:	rwhiteman@sheriff.knox.il.us
Phone #:	309-345-3772

Billing for Services Rendered to the US Marshal Service

SOC	Name	Project Code		
25801	Housing	HDH5000D	\$78.00 per Day x 240 Days =	\$18,720.00

Grand Total \$18,720.00

OPTIONAL


3/4/24

 Signature of Authorized Jail Facility Personnel Date

Rob Whiteman

 Printed Name of Authorized Jail Facility Personnel

<i>FOR USMS USE ONLY</i>	
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

TRANSPORTATION

United States Marshal Service Central District of Illinois

Invoice #:	5DF KNOX TRANS FY24 FEBRUARY		
Invoice Date:	MARCH	1st	2024
TIN #:	37-6001167		Vendor Code: 37-6001167
IGA #:	26-03-0037		Address Code: J26
Facility Code:	5DF		Log #: PT-
			Log Date:
25302-2292	Transportation	HDT5001D	\$1,630.18
25302-2292	JPATS	GRNDTRNS	\$598.32
M-24-D26-C-000			
FOR USMS USE ONLY			

Detention Facility:

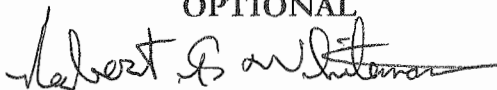
Knox County Sheriff's Department	
152 S. Kellogg St.,	
Galesburg, IL 61401	
Personnel	
Email:	rwhiteman@sheriff.knox.il.us
Phone #:	309-345-3772

Billing for Services Rendered to the US Marshal Service

SOC	Name	Project Code		
25302-2292	Transportation	HDT5001D	(45.00 Hours x \$25.00 per Hour) + (754.00 Miles x \$0.67 per Mile) =	\$1,630.18
25302-2292	JPATS	GRNDTRNS	(16.00 Hours x \$25.00 per Hour) + (296.00 Miles x \$0.67 per Mile) =	\$598.32

Grand Total \$2,228.50

OPTIONAL

 3/4/24

Signature of Authorized Jail Facility Personnel Date

Rob Whiteman

Printed Name of Authorized Jail Facility Personnel

FOR USMS USE ONLY	
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

Committee Meeting Report

MARY DAVIS HOME

March 18th, 2024

Financial:

For February 2024, the Mary Davis Home's average population was 14 clients per day. Of that number, 10 of those clients were placed in detention by outside counties. As a result, we billed out \$41,695.00 for childcare costs.

Knox County averaged 4 clients per day saving \$14,880.00.

No new reimbursement payments since the last meeting.

Action Items: None

Old Business: Our IDJJ inspection went very well. They were pleased to see the numerous changes we have made. They complimented our efforts in the education section with the addition of our OWL video conferencing system; however, that will still be an area of noncompliance due to lack of a special education teacher.

Future items:

Catering Specifications and Contract
for
Dieting Prisoners
Between
Knox County Sheriff's Office
(hereafter known as Caterer)
And
Warren County Sheriff's Office

1. Meals are to be prepared in compliance with the Illinois County Jail Standards. Meals must be prepared to meet Warren County and state health guidelines. Persons supervising the handling of food must have their food handling card, and licenses must be posted at the place of food preparation. Caterer must be prepared to show proof of documentation to an Illinois Department of Corrections inspector, state or local health board representative, or Warren County Sheriff's Office representative.
2. Food must be prepared each day for the Warren County Jail, Monmouth, IL. Food must be individually packaged in Styrofoam, plastic, or original unopened container at the preparation site, such that jail personnel will not handle open foods or further prepare the meals other than delivering same to the inmate. Plastic utensils will also be provided by caterer as needed.
3. Caterer will provide one hot meal and one cold meal per day. One hot meal per day will be prepared for pick up no earlier than 11:00 O'clock AM nor later than 12:00 O'clock PM. Food must arrive in carriers or containers sufficient to maintain the meal's hot temperature through delivery to the inmate. In addition to the hot meals, cold supper meals will be delivered for storage at the Warren County jail.
4. Caterer must provide a weekly menu with calorie count to the Warren County jail. Menu will satisfy calorie requirements as set forth in the Illinois County Jail Standards, and will be diversified to avoid monotony in diet. An e-mail or fax will satisfy this requirement. A rotating menu is acceptable as long as any deviation is documented to reflect the true content of delivery.
5. From time to time it may be necessary to provide an individual meal different from those created in bulk, to satisfy avoidance of any food allergies as reported by the inmate.
6. The Warren County Jail will provide the caterer a count of meals required by 9:00 O'clock AM each day. The Warren County Jail is responsible for ordering enough meals to satisfy need, and will accept overages should the inmate population decrease prior to receipt of ordered meals.
7. The Warren County Jail reserves the right to reject as a whole, or by individual portion meals received based on inappropriate temperature, inferior taste/smell, unacceptable appearance or inadequate quantity. Should such reject occur, the caterer will be responsible for immediately procuring substitute meals in order for the inmates to be fed in a timely fashion.

8. The Warren County Sheriff, acting as an agent of Warren County accepts Caterer's proposal of meals priced as follows: Lunch at \$3.00 Dinner at \$3.00 per individual meal.

10. Caterer will bill the Warren County Sheriff monthly. Bills will be forwarded to the appropriate Warren County Board subcommittee and/or the County board for payment at the regularly scheduled meetings.

11. Termination of this contract will be 30 days notice by either party, with or without cause on or through November 30, 2024. If the Warren County Sheriff's Office or the Warren County Board determine conditions of the contract are not being met, the contract may be terminated with 10 days notice in writing. Termination of the contract may also be made earlier if Caterer and Warren County mutually agree upon such termination and a date to do so.

Enacted and approved this ____ day of _____, _____ by the Knox County Board.

COUNTY OF KNOX

COUNTY OF WARREN


Jared M Hawkinson, Chairman

Michael Pearson, Chairman

Scott G. Erickson, County Clerk

Tina M. Conard, County Clerk

Jack C. Harlan JR.
Knox County Sheriff



Martin Edwards
Warren County Sheriff

RESOLUTION FOR INTERGOVERNMENTAL AGREEMENT
BETWEEN KNOX COUNTY, ILLINOIS AND WARREN COUNTY, ILLINOIS
REGARDING HOUSING OF INMATES

WHEREAS, Knox County Board and Warren County Board are committed to providing needed services to their residents at an affordable cost; and

WHEREAS, the Knox County Sheriff operates a jail facility in good standing with the Illinois Department of Corrections and with available capacity for more inmates; and

WHEREAS, Warren County recognizes the economic advantages of housing their prisoners at the Knox County Jail; and

WHEREAS, by the authority granted to the Counties pursuant to the State of Illinois Constitution of 1970, Article 7, Section 10, the Illinois Intergovernmental Cooperation Act, as amended and the County Jail Act, as amended, the counties enter into this Intergovernmental Agreement.

Now, THEREFORE, in consideration of the foregoing and the mutual promises and covenants hereinafter set forth, it is agreed between the Counties as follows:

1. This Agreement shall take effect on the 1st day of January 2024 for a term of one year.
2. Warren County shall pay Knox County monthly, an amount equal to the sum of \$55.00 per inmate per day, to include food, clothing and basic necessity.
3. Warren County shall reimburse Knox County for any health/dental care costs required to be provided to Warren County inmates as required by law and outside of Knox Counties Agreement with current medical provider. Warren County will be responsible for the custody of any Warren County inmate for any extended (>8 hours) hospitalization or shall reimburse Knox County for any costs incurred to secure custody at the actual rate off pay for the Correctional Officer or Deputy securing the inmate.
4. Knox County shall be responsible for appropriate staffing, training and operations of the jail facility in compliance with Federal Corrections and Illinois Department of Corrections standards.
5. Transportations of inmates shall be coordinated by the Sheriffs of Knox and Warren County to include necessary transport of at risk releasees who were detained at Knox County jail whom reside in Warren County. Conditions to consider include physical and medical condition of the releasee and weather conditions at the time of release.
6. In case by reason of force majeure either County shall be rendered unable wholly or in part to carry out its obligation under this Agreement, then if such County shall give notice and full particulars of such force majeure in writing to the other County within a reasonable time after occurrence of the event or cause relied on, the obligation of the County giving such notice, so far as it is affected by such force majeure shall be suspended during the continuance of the inability then

claimed, but for no longer period, and any such County shall endeavor to remove or overcome such inability with all reasonable efforts. The term "force majeure" as employed herein shall mean acts of God, strikes, lockouts or other industrial disturbances, acts of public enemy, order of any kind of the Government of the United States, of the State of Illinois, or of any civil or military authority, insurrections, riots, epidemics, landslide, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, restraints of government and people, civil disturbance, explosions, breakage, or accidents to machine, pipelines, partial or entire failure to water supply, and inability on the part of Knox County to accept prisoners to the Jail facility, on account of any other causes not reasonably within the control of the County claiming such inability. The settlement of strikes and lockouts shall be entirely within the discretion of the county having the difficulty and that the above requirement that any "Force Majeure" shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable to it in the judgment of the County having the difficulty.

Agreement may be cancelled within 30-day notice in writing via certified mail, by either party.

Enacted and approved this ____ day of _____, _____ by the Knox County Board.

COUNTY OF KNOX

COUNTY OF WARREN

Jared M Hawkinson, Chairman

Michael Pearson, Chairman

Scott G. Erickson, County Clerk

Tina M. Conard, County Clerk

Jack C. Harlan JR.
Knox County Sheriff

Martin Edwards
Warren County Sheriff

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE COUNTY OF COOK
ON BEHALF OF THE COOK COUNTY SHERIFF
AND
THE COUNTY OF KNOX
ON BEHALF OF THE KNOX COUNTY SHERIFF**

This Intergovernmental Agreement (hereinafter "Agreement:") is entered into by and between the County of Cook, Illinois, a body corporate and politic, on behalf of the Sheriff of Cook County (collectively referred to as "Cook County") and the County of Knox, Illinois, a body corporate and politic, on behalf of the Sheriff of Knox County (collectively referred to as "Knox County"), pursuant to authority granted by the Illinois Constitution of 1970, Article VII, Section 10 and Intergovernmental Cooperation Act, 5 ILCS 22011 et seq. Cook County and Knox County are referred to herein individually as a "Party," and collectively as the "Parties."

I. RECITALS

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and,

WHEREAS, 5 ILCS 220/1, entitled the Intergovernmental Cooperation Act, provides that any power or powers, privileges or authority exercised, or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and,

WHEREAS, 5 ILCS 220/2, defines a public agency as follows:

"any unit of local government as defined in the Illinois Constitution of 1970, any school district, any public community college district, any public building commission, the State of Illinois, any agency of the State government or of the United States, or any other State, any political subdivision of another State, and any combination of the above pursuant to an intergovernmental agreement which includes provisions for a governing body of the agency created by the agreement."

WHEREAS, the Cook County Sheriff's Department of Corrections has a need for additional housing of individuals in custody (IICs) committed to its care and custody; and

WHEREAS, Knox County has available space for housing said IICs committed to the care and custody of the Sheriff of Cook County, and meets national and state correctional standards; and

WHEREAS, it is understood that IIC populations vary greatly each day, and it is further understood that the Knox County Jail will be utilized by the Sheriff of Cook County to place IICs in a secure environment to help address any safety and security issues facing the Cook County Department of Corrections and its IIC population;

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein, Cook County and Knox County hereby agree as follows:

II. INCORPORATION OF RECITALS

The recitals set forth above are incorporated herein as though fully set forth:

III. TERM AND TERMINATION OF AGREEMENT

This Agreement shall commence upon execution by both Parties and shall remain in effect until terminated. Either Party to this Agreement may terminate this Agreement for any reason whatsoever, upon thirty (30) days written notice to all Parties.

IV. PROVISION OF DETENTION SERVICES

- A. IIC Housing Services:** The Sheriff of Knox County agrees to provide IIC Housing Services ("Housing") for Cook County IICs as hereinafter provided. Housing is defined as the secure incarceration, consistent with the Constitution of the United States and all applicable Federal and State laws, of IICs provided to Knox County by officials of the Cook County Department of Corrections.
- B. Detention Standards:** Knox County agrees to operate the Knox County Jail in accordance with the Illinois County Jail Standards regarding adequate food, medical services, bedding, clothing, inspection, supervision, mail privileges, personal hygiene, facilities, haircuts, recreation, commissary, visitation, laundry, religious ministrations and access to a television in the dayroom.
- C. Location of Housing:** Knox County and Cook County further agree that all housing made available by Knox County will be at the Knox County Jail, located at 152 S. Kellogg St., Galesburg, IL 61401, until such time as the IIC housed for Cook County is transferred.
- D. Scope of Services:** Knox County further agrees as follows:
1. Commissary. The Sheriff of Knox County shall maintain a commissary account for each Cook County IIC for the purposes of permitting purchases as allowed by the rules and regulations of the Knox County Detention Center and ensure that commissary purchases other than razors be returned with the purchasing IIC upon transfer out of the facility.
 2. Inmate Funds. The Sheriff of Knox County agrees to hold monies of Cook County IICs while they are in the Knox County Detention Center and return by check those monies to the IIC upon return to Cook County Department of Corrections.
 3. Clothing. Knox County will provide appropriate jail uniforms for each IIC accepted under this Agreement.
 4. Medical Services. Knox County shall provide all necessary medical services to all Cook County IICs confined within the Knox County Detention Center under the terms of this Agreement, while said IICs are housed at the Knox County Detention Center.
 - a. Prior to the IIC's arrival, Cermak Health Services shall provide to Knox County, or its designee, a transfer summary including, but not limited to, a list of major health problems and current medications of each IIC, together with a list of any pending health care appointments. This list shall include the date, time, location, and nature of the appointment (e.g., type of specialty consultant or diagnostic procedure). Knox County, or its designee, shall certify that the Knox County Detention Center can provide the requisite medical services, including medication, prior to acceptance of the IIC. Knox County, or its designee, shall destroy all medical records sent by Cermak, for IICs that it does not accept.

- b. Medical services will include all necessary medical, optical, dental, prescriptive, psychiatric and psychological care including medical screenings, diagnosis, treatments, medications, and specialist care deemed necessary by Knox County's medical providers. Health care appointments that are listed by Cermak as pending at the time of transfer to Knox County shall not be cancelled by Knox County or its designee.
 - c. Services related to medications and medical services received by Cook County IICs while in the custody of Knox County shall be charged at available Medicaid and/or public health rates. The ultimate financial responsibility for such costs shall be borne by Cook County.
 - d. All bills for medical services from shall be paid in a timely manner.
 - e. Copies of all medical records related to the care or services received by IICs while in Knox County shall be returned to Cermak Health Services in a sealed envelope at the same time the IIC returns to Cook County. All medical information and records shall be maintained as confidential by both Parties in accordance with applicable law.
5. Fees. Knox County shall not charge any IICs any fees, other than those related to commissary and telephone use, that are not certified by the Clerk of the Circuit Court of Cook County.
 6. Prison Rape Elimination Act. Knox County shall adopt and comply with PREA standards. In addition, Knox County shall ensure that all allegations of sexual assault are communicated to the Cook County Sheriff's Office and comply with Cook County requests for information regarding compliance with PREA standards.
 7. Inmate Discipline. Knox County shall provide copies of all Inmate Disciplinary tickets and Disciplinary Hearing Board findings to Cook County upon return of the inmate to Cook County Custody. All documents shall be kept separate from the medical records and addressed to the Cook County Department of Corrections Classification Unit.
- E. Number of IICs:** It is expressly agreed by and between the Parties hereto that Cook County shall send, and the Sheriff of Knox County shall accept, up to fifty (50) IICs as is agreed upon by the Parties to this Agreement. The number of IICs agreed upon shall be evaluated on monthly basis between the Parties hereto. The Parties agree that the Sheriff of Knox County has the right to refuse to house or continue to house any IIC when deemed in the best interest of the Sheriff of Knox County.
- F. Per Diem:** For the Housing Services being provided pursuant to this Agreement, Cook County agrees to pay to Knox County in the amount of sixty (\$60) dollars per day, per IIC. Billing shall be on a monthly cycle and will the first full day of detention at the Knox County Detention Center. Payments are to be received by Knox County within thirty (30) days of receipt by Cook County. Knox County agrees to submit payment requests on County Form 29A with documentation accompanying such payment request detailing the basis for such request.
- G. Transportation of IICs:** The Cook County Sheriff shall transport any and all IICs to and from the Cook County Department of Corrections to and from the Knox County Detention Center. The Sheriff of Cook County shall provide the Sheriff of Knox County for each IIC to be housed at the

Knox County Detention Center with a duly authorized copy of a commitment, mittimus and any other papers or documents authorizing detention by the Sheriff of Cook County.

1. Upon arrival at the Knox County Detention Center, those inmates that have been medically predetermined, pursuant to Section IV.D.(4)(a) above, to be housed in Knox County shall be transferred into the custody of the Knox County Sheriff.
2. A specific time for delivery and pick up of IICs shall be agreed upon by both Parties unless exigent circumstances exist, or other coordinated agreements are mutually made.
3. Transportation to other origins or facilities from the Knox County Detention Center facility other than to the Cook County Department of Corrections shall be mutually agreed between the Sheriffs or their designees.
4. If the need arises for a Cook County IIC to be transported from Knox County to the Cook County Department of Corrections and it does not coincide with a scheduled transport date, it shall be the responsibility of the Sheriff of Cook County to make the appropriate transportation arrangements.
5. Knox County shall not charge Cook County for an IIC's first day of housing at the Knox County detention facility.

H. Release From Custody: The Cook County Sheriff will notify the Knox County Sheriff immediately if a Cook County IIC housed in the Knox County Detention Center is released from the custody of the Cook County Sheriff, by a court order or other proper and lawful avenue. The Cook County Sheriff shall transport said IIC back to Cook County for his or her release. Alternate transportation locations are subject to mutual agreement between the Sheriffs of Cook and Knox Counties or their designees.

I. Indemnification: To the extent allowable by law, Knox County shall be responsible for and shall indemnify, defend, save and hold Cook County, the Sheriff of Cook County, and their Commissioners, agents, officers, and employees harmless from and against any and all liabilities, claims, demands or suits brought by any IIC of Cook County housed pursuant to this Agreement arising out of any willful or negligent act or omission of Knox County, the Knox County Sheriff, or any agents, officers, or employees thereof while any IIC of Cook County is in the care or control of the Knox County Sheriff.

To the extent allowable by law, Cook County shall be responsible for and shall indemnify, defend, save and hold Knox County, the Sheriff of Knox County, and their agents, officers, and employees harmless from and against any and all liabilities, claims, demands or suits brought by any IIC of Cook County housed pursuant to this Agreement arising out of any willful or negligent act or omission of Cook County, the Cook County Sheriff's Office, or any of its agents, officers, or employees thereof while any IIC is housed with the Knox County Sheriff.

It is further agreed that all employee benefits, wage and disability payments, pension and worker's compensation claims, damage to or destruction of equipment, facilities, clothing and related medical expenses of the Sheriff of Knox County or his agents or employees which may result from the presence of Cook County detainees during contractual incarceration shall be the responsibility of Knox County.

Neither party waives its immunities or defenses, whether statutory or common law, by reason of

indemnification and insurance provisions of the Agreement.

J. Final Agreement of Parties; Modification: This writing constitutes the final expression of the agreement of the Parties. It is intended as a complete and exclusive statement of the terms of this Agreement, and it supersedes all prior and concurrent promises, representations, negotiations, discussions and agreements that may have been made in connection with the subject matter hereof. No modification of this Agreement shall be binding upon the Parties hereto unless the same is in writing and appropriately executed by both Parties.

K. Notice: All Notices given or sent hereunder shall be sent by United States Mail, postage prepaid, addressed to respective party at the following addresses:

Cook County: General Counsel
Cook County Sheriff's Office
50 W. Washington, Room 704
Chicago, IL 60602

Knox County: Knox County Sheriff's Office
Attn: Knox County Sheriff
152 South Kellogg Street
Galesburg, IL 61401

L. Authorization: Cook County and Knox County represent that all necessary acts have been taken to authorize and approve this argument in accordance with applicable law and this Agreement, when executed by the parties hereto, shall constitute a binding obligation of Cook County and Knox County, legally and enforceable at law and equity against both.

M. Severability Clause: If any provision of this Agreement is held to be invalid, that provision shall be stricken from this Agreement and the remaining provisions shall continue in full force and effect to the fullest extent possible.

N. Counterparts: This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the undersigned duly authorized officers have subscribed their name on behalf of the County of Cook and the County of Knox.

COUNTY OF COOK

Toni Preckwinkle, President

Date: _____

ATTEST:

Karen Yarbrough, County Clerk

Date: _____

Acknowledged:

Thomas J. Dart
Cook County Sheriff

Date: _____

Approved as to Form

State's Attorney

Date: _____

COUNTY OF KNOX

Jared M. Hawkinson, Chairman

Date: _____

ATTEST:

Scott G. Erickson, County Clerk

Date: _____

Acknowledged:

Jack Harlan
Knox County Sheriff

Date: _____

Draft as of 2-23-2024

Minutes for Knox County Committee Meeting for Highway, Landfill, Facilities and IT Tuesday, February 20, 2024 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 both in person and virtually.

Zoom Application: **Meeting ID: 729 532 7867** Or **Phone: 312-626-6799** **

**** The Zoom Meeting ID and passcode (if needed) should be part of the email setting the meeting schedule**

Call Meeting to order:

Invited Member's to Attend: Sam Cohen (x), Kim Thierry (x), Anthony Weiss (x), Todd Olinger (no), Cheryl Nache, (x) & Robert Bondi (x);

Invited Department Heads & Others in attend: Rod Clear (x), Duane Ratermann (x), Nate Appler (x) and David Amor (no)

Other in attendances: Greg Bacon and Carolyn Ginder

Public Comment: None

Business

The Agenda was Approve as is: Motion by Anothy Weiss, second by Cheryl Nache, motion carried unanimously.

Approve Open and Closed Minutes of 1-16-24 Meeting; Motion by Robert Bondi, seconded by Kim Thierry, motion carried unanimously.

LANDFILL

1. Report: Attached
2. Claims: Sent directly
3. Action Item: None

Discussion items:

a Approve the following Closer Line Item Increases: 1st) Profession Service, current budget \$250,000.00, amount increase of \$250,000.00 adjust budget \$500,000.00; 2nd) Closer Activity Cost, current budget \$2,500,000.00, amount increase of \$2,500,000.00, adjusted budget \$5,000,000.00; 3rd) Contingencies, current budget \$110,000.00, amount increased of \$110,000.00, adjust budget \$220,000.00; 4th) Transfer in Reserves, current budget \$2,740,000.00, amount increase of \$2,740,000.00, adjust budget \$5,480,000.00. Motion by Robert Bondi, seconded by Cheryl Nache, motion carried unanimously.

b. Note that there was later determined that another error occurred and that the Transfer in Reserves should read as follows. 4th) Transfer in Reserves, current budget \$2,860,000.00, amount increase of \$2,860,000.00, adjust budget \$5,720,000.00 and all of both Discussion items "a" and "b" shown above will be further reviewed at the Way and Means Committee Meeting on 2-22-2024 for final determination and if approved will be voted on by the full board with other line item changes from the Chair.

c. Tree Sap bid to be approved by the Infrastructure Committee Chair and Rod Clear as historically being obtained from Environmental Road Solution, operated by Kevin Cundiff who is the only provider of these services within 100 miles of Knox County since the amount of the services will be within the established limits of the authority granted for items under \$15,000.00 and will be reviewed after the acceptance of the bid.

d. Rod Clear reported that we had a violation letter from the EPA that is mostly incorrect and being handled by Foth to obtain a reversal letter which should occur within the next couple of weeks.

e. Rod Clear reported that we will need to be installing a Gas Management System and the specification will be developed by Foth and brought to the Infrastructure Committee to review later this year.

FACILITIES

1. Report: Attached
2. Claims:
3. Action Item: None
4. Discussion items:

a. Approve Klingner Invoice # 79705 in the amount of \$7,500.00 for 50 East Main Street evaluation of building; Motion by Robert Bondi and seconded by Cheryl Nache, motion carried unanimously. It was noted that the funds and approval of this invoice was approved in November of 2023 and the voucher and resolution will be prepared by Scott Erickson and not be an action item but placed in the system for bill approval.

HIGHWAY

1. Report: Attached
2. Claims: Attached
3. Action Item(s):

a. Approve purchase of a new 1/2-ton pickup truck; Motion by Robert Bondi and seconded by Sam Cohen, motion carried unanimously.

Draft as of 2-23-2024

4. Discussion Item:

a. Duane Ratermann reported that he will be starting to study for the back up position of the Landfill Administrator and will be taking the test on or around May 7th, 2024.

Information Technology “IT” & Help Desk

1. Report: Attached

2. Claims: Attached

3 Action Item(s): None

4. Discussion Items: Nursing Home Server is on ordered per Greg Bacon question of Nate Appler.

Approve Claims for All Departments & have the Committee Chair sign the bills/claims; Motion by Robert Bondi, seconded by Sam Cohen, motion carried unanimously.

Old Business: None

New Business: None

Executive Session if necessary: Personal Items & Facilities Bids and Authorizations: None

Adjourn: Motion made by Kim Thierry, seconded by Cheryl Nache, Motion carried unanimously at 6:36P.

Respectfully submitted by Robert Bondi, Chairman

COUNTY HIGHWAY DEPARTMENT
Department Report
3/19/2024

ACTION ITEMS:

1. *Approve the Engineering Services Agreement for Lynn Township Bridge Replacement, Section 23-11057-00-BR*
2. *Approve the Resolution for Certificate of Authority for the County Engineer to Enter into a Joint Participation Agreement for Salt Procurement*
3. *Approve Resolution for Improvement Under the Illinois Highway Code, Section 20-00016-77-RS.*
4. *Approve Resolution Awarding MFT Aggregate Bids for Various Townships, Section 24-XX000-00-GM.*
5. *Approve Resolution Awarding Bituminous Material bids, Section 24-XX000-00-GM*
6. *Approve Resolution Awarding Culvert Pipe Bids for Knox County, Section 24-00000-00-CB*

CURRENT OPERATIONS:

- *Cutting brush on County Highway 12, north of Oak Run.*
- *Continuing with maintenance on the rural reference signs.*
- *Hauling and stockpiling various aggregates for future maintenance projects.*
- *Replacing and repairing signs.*
- *Patching as needed.*
- *Picking up trash.*
- *Spent of couple of days clearing brush for a future culvert project in Cedar Township this summer in the Lake Bracken area.*
- *The engineering staff has completed the biennial bridge inspections for the county and township bridges.*

TRAFFIC SIGNAL – INTERSECTION BY LOVE'S TRAVEL STOP: A couple of weeks ago we received notification the traffic signal at this location was not cycling correctly. We have an agreement with the City of Galesburg to maintain the signals so we had them take a look at it. It was determined the pavement detection loop in the west leg of the intersection is a little bit loose due to the deteriorated pavement. This causes the signal to cycle through randomly. The pavement needs to be repaired and a new loop detector installed. IDOT maintains the

pavement going west from the intersection and they have no plans to do anything to that pavement any time soon. We received a quote from Oberlander Electric to install a camera that would detect traffic at the west leg of the intersection and trigger the light cycle. The estimate for that to be furnished and installed is \$14,000. This would eliminate the need for the detection loop in the west leg pavement.

Respectfully submitted,

Duane J. Ratermann, P.E.
County Engineer

Board Letter
County of Knox, Illinois
March 27, 2024

Department: *HIGHWAY*

Agenda Item: *Approve the Engineering Services Agreement for Lynn Township Bridge Replacement, Section 23-11057-00-BR*

Background:

This project is located 3 miles northeast of Victoria on 2470N. The existing drainage structure was built around 1900 with some rehabilitation taking place in 1988. It is a 28 ft long, single span, I-beam bridge with a timber deck. The bridge roadway width is 20 ft. The existing bridge sub-structure consists of timber piling that have severe deterioration.

Hutchison Engineering will do all of the necessary surveys to complete the hydraulic study/permits, as well as the design and preparation of the plans, estimates and specifications required for a project letting. Hutchison Engineering completed some of the preliminary design work last year under a separate agreement, which helped us to decide on a new structure type moving forward.

Payment for all engineering services provided by Hutchison Engineering shall not exceed \$29,837.00.

The construction of the replacement structure at this location should take place in 2025. The project construction will be funded utilizing 80% Township Bridge Program Funds, 10% Lynn Township and 10% Knox County funds.

Budget Impact: *There is \$50,000 in the 23/24 County Bridge Fund budget to cover this expense (Line Item: Engineering 007-000-560400-30).*

Recommended Action: *Approve the Engineering Services Agreement for Lynn Township Bridge Replacement, Section 23-11057-00-BR*

Supporting Documents:

- 1. Engineering Services Agreement*
- 2. Location map*



Local Public Agency Engineering Services Agreement

Using Federal Funds? [] Yes [x] No Agreement For: MFT PE Agreement Type: Original

LOCAL PUBLIC AGENCY

Local Public Agency: Knox County County: Knox Section Number: 23-11057-00-BR Job Number: Project Number: Contact Name: Duane Ratermann Phone Number: (309) 289-2514 Email: dratermann@knoxcountyil.gov

SECTION PROVISIONS

Local Street/Road Name: 2470N Road Key Route: TR 57 Length: 0.1 Structure Number: 048-3077 Location Termini: Structure over Tributary to Walnut Creek Add Location Remove Location

Project Description: Construction of a new multi-cell concrete box culvert structure and roadway approaches on 2470N Road (TR 57) over a Tributary to Walnut Creek on the existing horizontal alignment. Existing structure to be removed and roadway to be closed to traffic during construction. The proposed structure will provide a 20'-0" minimum clear roadway width, with approach roadway transitions and incidental items as necessary.

Engineering Funding: [x] MFT/TBP [] State [] Other Anticipated Construction Funding: [] Federal [x] MFT/TBP [] State [] Other

AGREEMENT FOR

[x] Phase I - Preliminary Engineering [x] Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name: Hutchison Engineering, Inc. Contact Name: Thomas Winkelman Phone Number: (217) 245-7164 Email: tjwinkelman@hutchisoneng.com Address: 1801 West Lafayette Avenue, P.O. Box 820 City: Jacksonville State: IL Zip Code: 62651

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

- Regional Engineer: Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor: Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge: A full time LPA employee authorized to administer inherently governmental PROJECT activities

Contractor

Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- EXHIBIT ___ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- _____
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and

reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

(1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.

(2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

- Percent
 Lump Sum
 Specific Rate

Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data,

if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace

no later than (5) days after such conviction.

- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hutchison Engineering, Inc.	370960852	\$29,837.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
N/A	N/A	\$0.00
Subconsultant Total		\$0.00
Prime Consultant Total		\$29,837.00
Total for all work		\$29,837.00

AGREEMENT SIGNATURES

Executed by the LPA:

Local Public Agency Type Local Public Agency

Attest:

The

County

of

Knox County

By (Signature & Date)

[Signature and Date box for LPA representative]

By (Signature & Date)

[Signature and Date box for Engineer representative]

Local Public Agency

Local Public Agency Type

Knox County

County

Clerk

Title

County Board Chairman

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Hutchison Engineering, Inc.

By (Signature & Date)

[Handwritten signature: Thomas Whitelam 2/20/24]

Title

Assistant Secretary

By (Signature & Date)

[Handwritten signature: J. R. Bule 2/20/24]

Title

Executive Vice President

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

[Signature and Date box for Regional Engineer]



Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Knox County	Hutchison Engineering, Inc.	Knox	23-11057-00-BR

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

- 1) Prepare the necessary environmental documents in accordance with the procedures adopted by the Department's Bureau of Local Roads & Streets.
- 2) Prepare Army Corps of Engineers Permit application, and Department of Natural Resources-Office of Water Resources Permit application (if necessary), including structure waterway sketches.
- 3) Prepare Preliminary Bridge Design and Hydraulic Report and high-water effects on roadway overflows and bridge approaches.
- 4) Coordinate project details and preliminary plans with all impacted utilities early and often throughout the design process.
- 5) Make complete general and detailed plans, special provisions, proposals and estimates of cost and time, and furnish the local agency with copies of the plans, special provisions, proposals and estimates.
- 6) Checking of shop drawings as may be required.
- 7) Provide administrative oversight for the project through the preliminary engineering and design engineering phases.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Knox County	Hutchison Engineering, Inc.	Knox	23-11057-00-BR

**EXHIBIT B
PROJECT SCHEDULE**

This project is targeting a spring 2025 local letting.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Knox County	Hutchison Engineering, Inc.	Knox	23-11057-00-BR

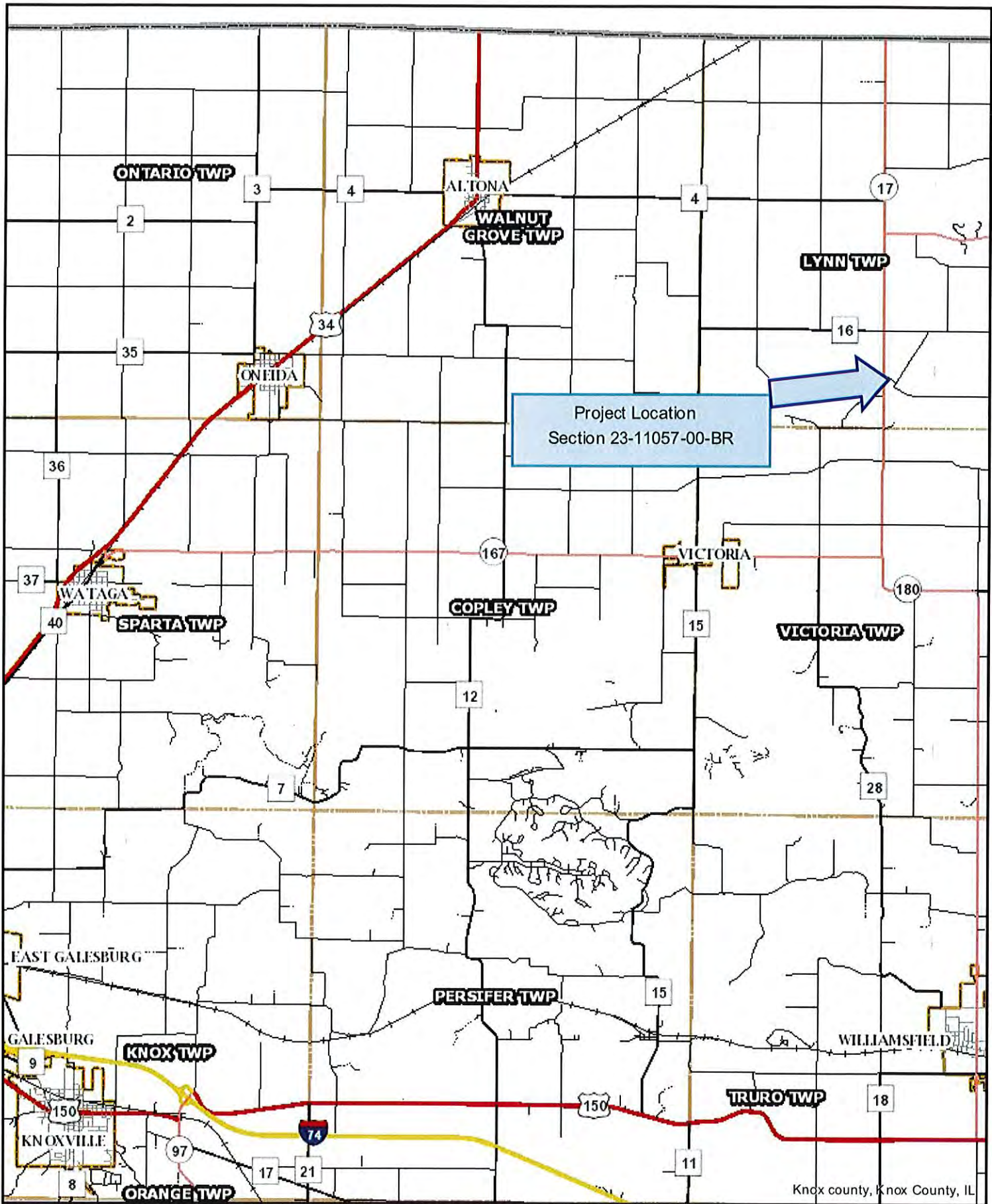
**Exhibit C
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input type="checkbox"/>
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	<input type="checkbox"/>	<input type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input type="checkbox"/>
5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input type="checkbox"/>
Project Criteria		Weighting	
8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input type="checkbox"/>
Selection committee (titles) for this project			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input type="checkbox"/>
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	<input type="checkbox"/>	<input type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Knox county, Knox County, IL



Knox County, IL

Prepared by the Knox County GIS Department. This map is not a legal survey and cannot be used to establish any type of legal boundary. It is for reference purposes only and is provided as a courtesy by the Knox County GIS Department. Knox County shall not be responsible or suffer any liability for any decisions or interpretations of any kind made by any party using this map or attribute data.



Printed: 3/11/2024

Board Letter
County of Knox, Illinois
March 27, 2024

Department: *HIGHWAY*

Agenda Item: *Approve the Resolution for Certificate of Authority for the County Engineer to Enter into a Joint Participation Agreement for Salt Procurement*

Background: *Knox County has been purchasing rock salt for winter operations through the bidding process administered by the State of Illinois' Central Management Services for at least 35 years. That process has evolved over the years from submitting a quantity the county desires on a form and mailing the form in to IDOT to most recently submitting all of the information online. An added requirement this year is to provide a Certificate of Authority giving the County Engineer the authority to submit the required documents on behalf of Knox County in order to participate in the joint purchasing process for the acquisition of rock salt.*

Based on the amount of rock salt we will carryover into next winter, we're going to request 1,000 tons for the state salt procurement this year. Last year we requested 1,500 tons and prior to that it was always 2,000 tons per year. Central Management Services will solicit bids for the rock salt this summer and release the results this fall.

Budget Impact: *There is no budget impact related to action on this resolution.*

Recommended Action: *Approve the Resolution for Certificate of Authority for the County Engineer to Enter into a Joint Participation Agreement for Salt Procurement*

Supporting Documents:

- 1. Resolution*
- 2. Certificate of Authority*

RESOLUTION # _____

**CERTIFICATE OF AUTHORITY FOR THE COUNTY ENGINEER
TO ENTER INTO A JOINT PARTICIPATION AGREEMENT
THROUGH THE ILLINOIS DEPARTMENT OF CENTRAL
MANAGEMENT SERVICES**

WHEREAS, from time to time the Knox County Highway Department enters into annual salt procurement with the State of Illinois through Central Management Services; and

WHEREAS, the Illinois Department of Central Management Services requires that a Certificate of Authority by Vote be provided; and

WHEREAS, the said document authorizes the County Engineer to enter in to the necessary joint participation agreement for the procurement of salt through the State of Illinois and binds Knox County to the procurement amount.

THEREFORE, BE IT RESOLVED, by the Knox County Board, State of Illinois, that the County Engineer be authorized to enter into the joint participation agreement as summarized herein. Be it also resolved that this resolution shall serve as the required Certificate of Authority for the Department of Central Management.

Resolved and passed this 27th day of March, 2024

Jared Hawkinson,
Knox County Board Chair

ATTEST: _____
Scott G. Erickson, County Clerk

THE COUNTY OF KNOX
STATE OF ILLINOIS

OFFICE OF THE COUNTY CLERK



SCOTT G. ERICKSON
KNOX COUNTY CLERK / RECORDER

SHIELA PARKIN • JANE SMITH
KASI TERPENING • MELANIE RICE
NICOLE BYERLY

C E R T I F I C A T E

STATE OF ILLINOIS)
)
COUNTY OF KNOX) SS

I, Scott G. Erickson, County Clerk of Knox County, Illinois, do hereby certify that I am the keeper of the records, files, and seal of said County and as County Clerk I am the custodian of the records and files of the Knox County Board; I do also further certify that at their regular meeting on March 27, 2024, said Board approved by a roll call vote the Authorization for the Knox County Highway Engineer to enter into a Joint Participation Agreement with the Illinois Department of Central Management Services for Annual Salt Procurement.

I further certify that the same appears from the records and files now in this office remaining and that a true and correct copy is hereby attached to this certificate.

IN TESTIMONY WHEREOF, I hereunto set my hand and affix the Official Seal of said County at my office in Galesburg, Illinois, this 28th day of March, A.D. 2024.

(SEAL)

Knox County Clerk

Board Letter
County of Knox, Illinois
March 27, 2024

Department: *HIGHWAY*

Agenda Item: *Approve the Resolution for Improvement Under the Illinois Highway Code, Section 20-00016-77-RS.*

Background: *This project is a cold in place recycling project on County Highway 3. The project begins at the northwest corner of Oneida and runs north 5 miles to the Henry County Line. The project consists of recycling the existing road surface/base, relaying and compacting the recycled material, placing aggregate shoulders, placing micro-surfacing and pavement striping.*

County Highway 3 has an Average Daily Traffic count of 450 vehicles per day.

The project is scheduled for a May 2024 letting with construction taking place this summer.

Budget Impact: *The projected total construction cost will be \$1,300,000. The project will be funded with \$1,146,112.22 Rebuild Illinois Funds(RBI) and the remaining \$154,000 will be from our Federal Aid Match(FAM) fund. The RBI expense is in the 2023/24 County MFT Budget and the FAM expense is in the 2023/24 FAM Budget as well.*

Recommended Action: *Approve the Resolution for Improvement Under the Illinois Highway Code, Section 20-00016-77-RS.*

Supporting Documents:

- 1. Resolution for Improvement*
- 2. Location Map*



Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

Yes No

Resolution Type: Original, Resolution Number, Section Number: 20-00016-77-RS

BE IT RESOLVED, by the Board of the County of KNOX, Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.

For Roadway/Street Improvements:

Table with 5 columns: Name of Street(s)/Road(s), Length (miles), Route, From, To. Row 1: COUNTY HIGHWAY 3, 5, FAS 237, County Highway 35, Henry County Line

For Structures:

Table with 5 columns: Name of Street(s)/Road(s), Existing Structure No., Route, Location, Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

cold in place recycle the existing pavement, place aggregate wedge shoulder and micro-surfacing with pavement striping utilizing Rebuild Illinois Funds.

2. That there is hereby appropriated the sum of One Million, One Hundred Forty-Six Thousand, One Hundred Twelve and 22/100 Dollars (\$1,146,112.22) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Scott G. Erickson, County Clerk in and for said County of KNOX

in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Board of KNOX at a meeting held on March 27, 2024

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 28th day of March, 2024

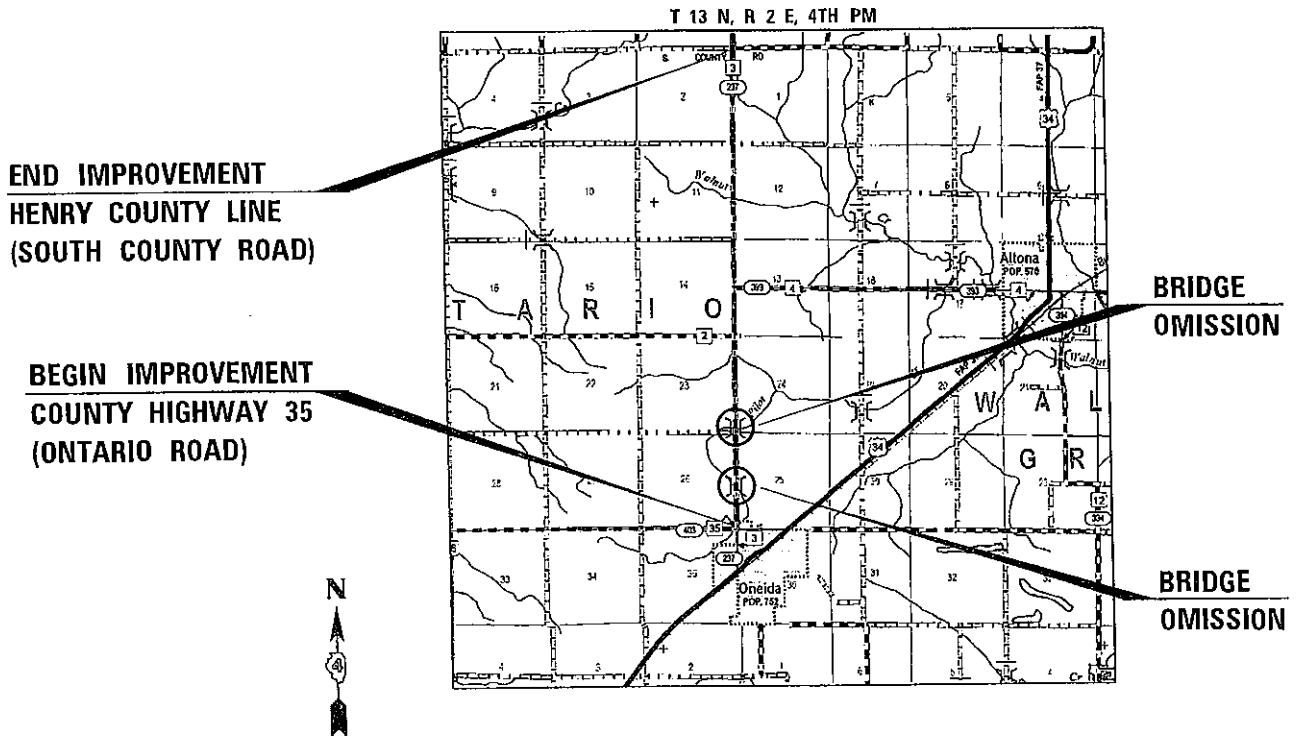
(SEAL, if required by the LPA)

Clerk Signature & Date

Approved Regional Engineer Signature & Date Department of Transportation

County Highway 3

Section 20-00016-77-RS



LOCATION MAP
NOT TO SCALE

GROSS LENGTH = 26,769.60 FT. = 5.070 MILE

NET LENGTH = 26,687.60 FT. = 5.054 MILE

Board Letter
County of Knox, Illinois
March 27, 2024

Department: *HIGHWAY*

Agenda Item:

1. *Approve Resolution Awarding MFT Aggregate Bids for Various Townships, Section 24-XX000-00-GM.*
2. *Approve Resolution Awarding Bituminous Material bids, Section 24-XX000-00-GM*
3. *Approve Resolution Awarding Culvert Pipe Bids for Knox County, Section 24-00000-00-CB*

Background: *Each year the County Highway Department accepts bids for various items that will be utilized by the County and Townships in the annual maintenance programs. The bids being presented to you were opened on March 14, 2024 at 10 a.m. at the Knox County Highway Department.*

Bidders are required to submit a 5% bid guarantee with their bid and that guarantee will be retained until the materials have been furnished or the work has been satisfactorily completed.

Funding for these items has been appropriated in the FY 23-24 budget. Materials that are purchased by the Townships will be paid for with Township Motor Fuel Tax Funds, Materials for Maint., 010-000-660000-30. Based on the bids, it appears the townships will spend approximately \$650,000 on bituminous materials for seal coating and \$400,000 on the delivery of various aggregates. That line item has a current balance of approximately \$2,800,000.

The aggregate and bituminous materials purchased by the County will be paid with County Motor Fuel Tax Funds, Highway Maintenance, 009-000-660000-30. The County will spend approximately \$650,000 on bituminous materials for seal coating and making patch mix. That line item has a current balance of \$1,500,000.

The bituminous material prices are about the same as last year. That is really good news!

The culvert pipes that were bid will be used by the county to maintain existing cross-road culverts, driveways and field entrances. The culvert pipes purchase will be paid with County Bridge Fund money. That 23/24 budget line item (007-000-770000-30) currently has a balance of \$235,000.

Recommended Action: *Approve resolutions approving bids for various MFT and Non-MFT items, Section 24-XX000-00-XX.*

Supporting Documents:

Bid Tabulations

- *Various Bituminous Materials (Township and County)*
- *Aggregate Furnish & Spread/Stockpile(Township)*
- *Culvert Pipes (County)*

RESOLUTION # _____

Awarding 2024 Motor Fuel Tax Aggregate Bids
For Various Townships in Knox County
Section 24-XX000-00-GM

WHEREAS, on March 14, 2024 there was a letting held in the office of the County Engineer for Various Aggregates for the MFT Maintenance of various Township roads in Knox County.

WHEREAS, the low and qualifying bidders were as follows:

Cedar Township Section 24-01000-00-GM

Item #101: 2,100 Tons CA/CM9 Furn & Spread to Beaird Trucking @ \$16.73/ton = \$35,133.00

Item #102: 501 Tons CA-16 pea gravel Furn & Stockpile to Betcher Trucking @ \$24.20/ton = \$12,124.20

Chestnut Township Section 24-02000-00-GM

Item #103: 680 Tons CM-16 crushed Furn & Stockpile to Riverstone Group @ \$31.44/ton = \$21,379.20

Copley Township Section 24-03000-00-GM

Item #104: 63 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.85/ton = \$1,754.55

Galesburg Township Section 24-05000-00-GM

Item #105: 405 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.60/ton = \$11,178.00

Indian Point Township Section 24-09000-00-GM

Item #106: 375 Tons CM-16 crushed Furn & Stockpile to Windish Trucking @ \$31.40/ton = \$11,775.00

Knox Township Section 24-10000-00-GM

Item #107: 825 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.85/ton = \$22,976.25

Lynn Township Section 24-11000-00-GM

Item #108: 2,500 Tons CA/CM-6 crushed Furn & Spread to Windish Trucking @ \$31.40/ton = \$11,775.00

Ontario Township Section 24-13000-00-GM

Item #109: 825 Tons CA/CM6 Furn & Stockpile to Windish Trucking @ \$18.40/ton = \$15,180.00

Item #110: 250 Tons CM-16 crushed Furn & Stockpile to Windish Trucking @ \$26.40/ton = \$6,600.00

Orange Township Section 24-14000-00-GM

Item #111: 490 Tons CA-16 pea gravel Furn & Stockpile to Betcher Trucking @ \$24.25/ton = \$11,882.25

Sparta Township Section 24-18000-00-GM

Item #112: 545 Tons CA/CM6 Furn & Spread to Beaird Trucking @ \$19.74/ton = \$10,758.30

Item #113: 950 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.60/ton = \$26,220.00

Truro Township Section 24-19000-00-GM

Item #114: 253 Tons CM-16 crushed Furn & Stockpile to Windish Trucking @ \$31.85/ton = \$8,058.05

Victoria Township Section 24-20000-00-GM

Item #115: 141 Tons CA-16 pea gravel Furn & Stockpile to Betcher Trucking @ \$20.20/ton = \$2,848.20

Item #116: 545 Tons CA/CM6 Furn & Spread to Beaird Trucking @ \$19.74/ton = \$10,758.30

Walnut Grove Township Section 24-21000-00-GM

Item #117: 634 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.10/ton = \$17,181.40

Item #118: 2,750 Tons CA/CM6 Furn & Stockpile to Betcher Trucking @ \$19.50/ton = \$53,625.00

WHEREAS, under the rules of the Illinois Department of Transportation, the County Board is the awarding authority.

NOW THEREFORE BE IT RESOLVED, that the Knox County Board at their meeting on, March 27, 2024 does hereby award Items #101 to 118 to the low bidders as listed.

AND BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit one (2) certified copies of this resolution to the Department of Transportation, Division of Highways through its District Engineers office at Peoria, IL.

I, Scott G. Erickson, County Clerk in and for said County in the State of Illinois and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Knox County at their meeting held at Galesburg, Illinois on March 27, 2024.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Galesburg, Illinois in said county, this 28th day of March 2024.

(SEAL)

Scott G. Erickson
County Clerk

RESOLUTION # _____

Awarding Bituminous Material Bids
For Knox County and Various Road Districts in Knox County
Section 24-XX000-00-GM

WHEREAS, on March 14, 2024 there was a letting held in the office of the County Engineer for Various Bituminous Materials to be used for the MFT Maintenance of various County and Township roads in Knox County.

WHEREAS, the low and qualifying bidder was as follows:

Asphalt Sales, P.O. Box 1060, Jacksonville, IL 62651

Item #300: Bit Matl SS-1H Diluted	238 Tons @ \$497/ton = \$118,286.00
Item #301: Bit Matl HFE-300	200 Tons @ \$739.50/ton = \$147,900.00
Item #302: Bit Matl HFRS-2	101 Tons @ \$699.50/ton = \$70,649.50
Item #303: Bit Matl HFRS-2P	183 Tons @ \$859.50/ton = \$157,288.50
Item #304: Bit Matl MC-30	131 Tons @ \$1,222.50/ton = \$160,147.50
Item #305: Bit Matl PG 46-28	54 Tons @ \$839.50/ton = \$45,333.00
Item #306: Bit Matl PG 52-28	1,511 Tons @ \$844.50/ton = \$1,276,039.50

WHEREAS, under the rules of the Illinois Department of Transportation, the County Board is the awarding authority.

NOW THEREFORE BE IT RESOLVED, that the Knox County Board at their meeting on, March 27, 2024 does hereby award Items #300 to 306 to the low bidder as listed.

AND BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit one (2) certified copies of this resolution to the Department of Transportation, Division of Highways through its District Engineers office at Peoria, IL.

I, Scott G. Erickson, County Clerk in and for said County in the State of Illinois and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Knox County at their meeting held at Galesburg, Illinois on March 27, 2024.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Galesburg, Illinois in said county, this 28th day of March 2024.

(SEAL)

Scott G. Erickson
County Clerk

RESOLUTION # _____

Awarding Culvert Pipe Bids
For Knox County
Section 24-00000-00-CB

WHEREAS, on March 14, 2024 there was a letting held in the office of the County Engineer for Various Culvert Pipes to be used for the maintenance of various County Highways in Knox County.

WHEREAS, the low and qualifying bidder was as follows:

Metal Culverts, P.O. Box 330, Jefferson City, MO 65102

Item #1: Culv. Pipe, 15" dia. 20' 14 ga. 300 Foot @ \$20.25/foot = \$ 6,075.00
Item #2: Culv. Pipe, 15" dia. 28' 14 ga. 420 Foot @ \$20.25/foot = \$ 8,505.00
Item #3: Culv. Pipe, 15" dia. 32' 14 ga. 480 Foot @ \$20.25/foot = \$ 9,720.00
Item #4: Culv. Pipe, 18" dia. 20' 14 ga. 300 Foot @ \$23.95/foot = \$ 7,185.00
Item #5: Culv. Pipe, 18" dia. 28' 14 ga. 420 Foot @ \$23.95/foot = \$10,059.00
Item #6: Culv. Pipe, 18" dia. 32' 14 ga. 480 Foot @ \$23.95/foot = \$11,496.00

NOW THEREFORE BE IT RESOLVED, that the Knox County Board at their meeting on, March 27, 2024 does hereby award Items #1 to 6 to the low bidder as listed.

I, Scott G. Erickson, County Clerk in and for said County in the State of Illinois and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Knox County at their meeting held at Galesburg, Illinois on March 27, 2024.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Galesburg, Illinois in said county, this 28th day of March 2024.

(SEAL)

Scott G. Erickson
County Clerk

Report Generated By :

Knox County IL

Generated On :

12 Mar 2024 04:10 PM

Department Name:

Knox County IL

IT-30-Tickets

Status (Ticket)

Closed (6)

Open (2)

Total records in this page :8 Records

Knox County Landfill
March 19, 2024

Discussion items:

- Nothing to report.

Action items:

- Nothing to report:

Bills:

- Nothing to report:

KNOX COUNTY LANDFILL

Feb. 2024

<u>Feb.</u>	<u>TICKETS</u>	<u>TONNAGE</u>	<u>BILLED</u>	<u>R/OFF RENTAL MONTH</u>	<u>YEAR</u>	<u>SMITHFIELD</u>	<u>MONTH</u>	<u>YEAR</u>	
1	56	269.19	\$10,808.20	30YD	7	19			
2	51	202.88	\$9,093.02	20YD	5	10			
3	29	69.76	\$3,203.40	10YD	0	0			
4	0	0	\$0.00	BILLED	\$5,150.00	\$13,000.00			
5	84	303.83	\$13,439.82						
6	72	441.67	\$13,464.80						
7	60	414.84	\$14,171.10						
8	65	266.25	\$10,747.30	<u>BRR</u>	<u>MONTH</u>	<u>YEAR</u>	<u>SMITHFIELD/BR</u>	<u>MONTH</u>	<u>YEAR</u>
9	69	225.26	\$10,380.12	LOADS	29	91	LOADS	61	195
10	0	0	\$0.00	TONS	392.68	1,237.35	TONS	584.16	1,811.03
11	0	0	\$0.00	BILLED	\$18,063.28	\$56,529.99	BILLED	\$31,688.28	\$101,175.99
12	60	210.19	\$9,152.70	<u>REVENUE RECEIVED</u>	<u>MONTH</u>	<u>YEAR</u>			
13	62	242.27	\$9,923.86	TOTAL	\$208,902.94	\$785,102.38			
14	49	271.64	\$12,484.76	<u>EXPENDITURES</u>	<u>MONTH</u>	<u>YEAR</u>			
15	69	359.67	\$14,971.24	NON TRUCKING PERSONAL	\$62,211.36	\$234,824.30			
16	54	252.36	\$11,269.94	NON TRUCKING EXP.	\$97,960.20	\$478,697.59			
17	10	11.74	\$511.74	TRUCKING PERSONAL	\$19,414.69	\$58,632.26			
18	0	0	\$0.00	TRUCKING OPERATIONS	\$16,348.71	\$52,375.66			
19	74	214.89	\$9,554.36	IEPA FEES	\$0.00	\$37,756.06			
20	64	249.14	\$10,042.92	TRANSFER TO COUNTY FUNDS	\$50,209.77	\$162,687.79			
21	75	384.28	\$16,944.48	BUILDING BONDS	\$81,428.00	\$81,428.00			
22	60	245.46	\$10,622.46	TOTAL EXPENDITURES	\$327,572.73	\$1,106,401.66			
23	60	215.16	\$9,842.10	<u>REVENUE LESS EXPENDITURES</u>	<u>MONTH</u>	<u>YEAR</u>			
24	0	0	\$0.00		(\$118,669.79)	(\$321,299.28)			
25	0	0	\$0.00						
26	79	278.58	\$12,489.56						
27	64	206.62	\$9,294.56						
28	53	208.63	\$9,422.96						
29	71	269.99	\$11,676.64						
30	0	0	\$0.00						
31	0	0	\$0.00						

MONTH 1390 5814.3 \$243,512.04
YEAR 3,704 15,712.62 \$676,269.65

2023-2024

	Tickets	Tonnage	Amount Billed	Revenue Received	Expenitures	Total	County Funds
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
21-Dec	1,261	5,474.74	\$229,324.23	\$268,649.42	\$288,809.18	(\$20,159.76)	\$42,773.64
22-Dec	1,222	5,892.20	\$243,939.06	\$303,548.05	\$400,986.68	(\$97,438.63)	\$53,415.30
23-Dec	1,250	5,352.00	\$228,560.81	\$220,795.46	\$289,633.85	(\$68,837.85)	\$50,204.51
20-Jan	1,055	5,363.77	\$218,265.35	\$265,581.35	\$299,031.56	(\$33,450.29)	\$63,019.41
21-Jan	1,025	4,637.77	\$188,606.46	\$202,891.05	\$310,012.55	(\$107,121.50)	\$25,100.82
22-Jan	969	4,130.09	\$173,933.02	\$143,631.67	\$258,057.74	(\$114,426.07)	\$26,091.76
23-Jan	1,125	4,878.36	\$214,507.17	\$275,109.29	\$330,562.18	(\$55,452.89)	\$49,659.98
24-Jan	1,064	4,546.32	\$204,196.80	\$335,403.98	\$489,195.62	(\$153,791.64)	\$62,273.51
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
22-Feb	975	4,387.38	\$180,762.90	\$281,023.00	\$318,521.45	(\$37,498.45)	\$40,604.18
23-Feb	1,045	4,562.89	\$194,687.17	\$264,978.08	\$195,701.60	\$69,276.48	\$48,783.23
24-Feb	1,390	5,814.62	\$243,512.04	\$208,902.94	\$327,572.73	(\$118,669.79)	\$50,209.77
20-Mar	1,143	5,877.76	\$231,065.82	\$190,299.61	\$266,898.61	(\$76,599.00)	\$49,259.46
21-Mar	1,335	5,884.28	\$237,157.82	\$186,833.28	\$206,736.41	(\$19,853.13)	\$35,250.87
22-Mar	1,404	6,592.56	\$233,690.07	\$171,424.46	\$188,831.52	(\$17,424.46)	\$29,265.62
23-Mar	1,547	7,003.62	\$288,806.48	\$175,146.56	\$272,364.78	(\$97,218.22)	\$45,356.74
24-Mar							
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
22-Apr	1,347	6,336.28	\$251,605.62	\$278,719.81	\$340,083.42	(\$61,363.61)	\$45,215.99
23-Apr	1,696	6,407.81	\$273,900.62	\$789,440.66	\$250,358.90	\$539,081.76	\$55,935.53
24-Apr							
20-May	1,618	8,196.52	\$286,316.43	\$241,353.11	\$293,830.99	(\$52,477.88)	\$48,199.23
21-May	1,339	6,405.00	\$264,430.10	\$288,868.71	\$241,590.60	\$47,278.11	\$67,775.99
22-May	1,421	6,349.16	\$249,939.75	\$226,249.66	\$271,732.52	(\$45,482.86)	\$41,005.97
23-May	1,947	7,325.80	\$313,084.00	\$298,577.04	\$693,161.53	(\$394,584.49)	\$62,455.37
24-May							

2023-2024

	Tickets	Tonnage	Amount Billed	Revenue Received	Expenditures	Total	County Funds
20-Jun	1,705	7,646.57	\$300,110.50	\$434,631.85	\$481,022.35	(\$46,390.05)	\$71,167.16
21-Jun	1,481	6,493.04	\$265,748.52	\$270,678.86	\$298,654.17	(\$27,975.31)	\$45,188.96
22-Jun	1,675	7,114.20	\$285,128.44	\$246,510.74	\$276,611.55	(\$30,100.81)	\$40,725.26
23-Jun	2,150	8,294.62	\$347,367.75	\$299,783.01	\$366,809.72	(\$67,026.71)	\$65,785.16
24-Jun							
20-Jul	1,721	7,646.57	\$316,199.86	\$284,630.27	\$300,852.69	(\$16,222.42)	\$52,775.74
21-Jul	1,472	6,246.30	\$261,062.52	\$256,003.50	\$303,938.75	(\$47,935.25)	\$43,096.08
22-Jul	1,540	6,769.78	\$276,564.32	\$178,299.49	\$299,775.53	(\$121,476.04)	\$35,862.99
23-Jul	1,859	7,366.46	\$314,799.18	\$359,360.14	\$289,227.64	\$70,132.30	\$68,429.87
24-Jul							
20-Aug	1,768	7,526.42	\$302,474.22	\$328,020.56	\$268,466.10	\$59,554.46	\$57,250.91
21-Aug	1,481	6,489.02	\$263,506.92	\$279,167.31	\$240,842.14	\$38,325.17	\$44,738.38
22-Aug	2,219	13,089.32	\$526,010.31	\$363,047.57	\$291,946.93	\$71,100.72	\$79,982.65
23-Aug	1,919	8,042.31	\$340,751.76	\$326,593.90	\$259,476.60	\$67,117.30	\$59,129.11
24-Aug							
20-Sep	1,539	8,577.90	\$310,553.64	\$262,697.00	\$212,789.02	\$49,907.98	\$50,969.17
21-Sep	1,482	6,490.31	\$264,503.22	\$234,742.36	\$188,679.90	\$46,062.46	\$41,686.53
22-Sep	1,709	7,443.77	\$304,197.66	\$268,431.98	\$316,378.42	(\$47,946.44)	\$68,101.49
23-Sep	1,796	6,686.71	\$282,867.27	\$356,220.49	\$295,075.16	\$60,145.33	\$54,892.32
24-Sep							
20-Oct	1,539	7,893.39	\$310,553.63	\$314,141.56	\$418,719.03	(\$104,577.47)	\$54,855.35
21-Oct	1,283	6,051.65	\$246,553.89	\$265,516.34	\$350,679.74	(\$85,163.40)	\$43,536.50
22-Oct	1,576	7,047.60	\$286,274.88	\$209,515.94	\$275,696.31	(\$66,180.37)	\$45,079.71
23-Oct	1,745	6,956.16	\$295,830.51	\$345,013.42	\$340,812.49	\$4,200.93	\$79,721.63
24-Oct							

2023-2024

	Tickets	Tonnage	Amount Billed	Revenue Received	Expenditures	Total	County Funds
20-Nov	1,347	5,985.63	\$243,767.54	\$298,786.61	\$228,033.54	\$70,753.07	\$47,792.05
21-Nov	1,492	6,471.95	\$266,111.64	\$267,812.25	\$224,111.52	\$43,700.73	\$44,991.04
22-Nov	1,563	6,949.92	\$279,875.56	\$618,284.55	\$274,387.84	\$343,896.71	\$88,000.27
23-Nov	1,795	7,251.96	\$313,956.89	\$298,801.12	\$312,853.99	(\$14,052.87)	\$65,288.64
24-Nov							
Year to Date 20	3,123	15,853.41	\$636,277.99	\$707,309.44	\$757,712.48	(\$50,402.75)	\$114,932.78
Year to Date 21	3,097	14,639.18	\$593,101.65	\$727,855.13	\$802,967.77	(\$75,112.64)	\$113,040.51
Year to Date 22	3,205	13,992.21	\$584,020.15	\$693,303.67	\$865,388.37	(\$172,084.70)	\$109,469.58
Year to Date 23	3,392	15,333.30	\$653,133.40	\$843,635.42	\$927,250.46	(\$83,615.04)	\$151,858.50
Year to Date 24	3,704	15,712.62	\$676,269.65	\$785,102.38	\$1,106,401.66	(\$321,299.28)	\$162,687.79
End of Year 20	17,181	84,582.63	\$3,315,183.89	\$3,228,356.40	\$3,461,830.40	(\$233,474.17)	\$614,810.56
End of Year 21	16,073	72,876.67	\$2,966,649.53	\$3,203,517.00	\$3,095,950.17	\$107,556.83	\$492,735.80
End of Year 22	17,663	81,673.14	\$3,274,841.83	\$3,253,770.47	\$3,400,832.50	(\$147,062.03)	\$582,709.42
End of Year 23	19,848	80,674.55	\$3,424,497.55	\$4,092,571.76	\$4,008,391.47	\$84,180.29	\$708,852.87
End of Year 24							

Combined Balance Sheet**Knox County**

Selection Criteria: Fund: 012 - LANDFILL
From Account: 0

Fiscal Year: 2024

To Fiscal Period: 3

Month 2

To Account: 9999999999

Include Zero Activity Accounts:

012 - LANDFILL**Asset Accounts**

012-000-101000 - CASH ACCOUNT	\$3,875.03
012-000-105085 - PETTY CASH	\$250.01
012-000-110010 - IL FDS POOLED INVESTMENTS	\$2,524,178.10
012-000-110050 - F&M MONEY MARKET (PAMM)	\$798.12
012-000-110110 - INVESTMENTS	\$1,116,410.19

Asset Total: \$3,645,511.45**Liability and Fund Balance Accounts**

012-000-300000 - FUND BALANCE	\$3,966,810.73
(Excess Revenue Over / Under Expenditures)	(\$321,299.28)

Fund Balance Total: \$3,645,511.45**Liability and Fund Balance Total:** \$3,645,511.45

BROADBAND COORDINATOR REPORT

February 13 – March 14, 2024

Because of my hip surgery on February 16 and subsequent recovery, I was not able to put in many hours on broadband matters during the past month.

Broadband Grants:

1. Still no official word on the Connect IL broadband grants. I know from Troy Nimrick that the Oneida Telephone **Rio and Henderson Township** projects are definitely going to be funded. He will contact me in advance of a public announcement by the Office of Broadband, so that we can prepare a press announcement that highlights the County's partnership and participation in these projects.
2. In a recent conversation with Office of Broadband staff, it appears that they are still actively considering Connect Illinois Round 3 proposals, with a final round of submissions to be reviewed starting in April. This means it is still possible that the **Frontier** proposal for Knox County could be awarded. As we get closer to the County's drop-dead date of June 30th for the obligation of funds for the Frontier project (\$1,115,000), I will try to monitor the status of this proposal. Office of Broadband is aware of the deadline for final obligation of ARPA funds, so will try to expedite review of this last round of proposals to get any grants awarded before the end of December 2024, but I believe the County should still hold to the June 30th date, to give the County Board time to find alternative uses for those funds.

Broadband Challenge process:

1. So far, all the rural Knox County residents who have contacted me about the broadband service available at their residences have proved to be correctly designated as "unserved" on the BEAD Challenge map. This is cold comfort to them in their search for better service, though in some cases I have been able to suggest fixed wireless alternatives that might work better for them. I have been able to assure them that being designated as unserved puts them in the highest priority areas for BEAD projects going forward.
2. I have submitted a challenge for about 150 locations in Knox County that were incorrectly identified on the BEAD Challenge map as "served" because the FCC incorrectly assumed that Stratus provided residential service. Stratus cooperated and provided me with documentation that they only provide business service and also reviewed all the locations I had identified to remove any legitimate business locations. Stratus is also cooperating with the Office of Broadband to correct this mistake in other counties where it operates.
3. The "window" for submitting challenges to the accuracy of the BEAD map closes on March 18. After that there is a month during which providers can provide rebuttals and the process for determining the final map will conclude in May. At that point we will know exactly which locations in the County will be priorities for inclusion in the BEAD grant process.

Digital Equity:

1. The major development in this area has been the winding down of the FCC's Affordable Connectivity Program (ACP) which provides a \$30 per month subsidy to qualifying household towards the cost of a broadband subscription. Unless there is a last-minute change of heart in Congress, this program will close at the end of April. Around 2,260 households in Knox County are enrolled in ACP, almost all in Galesburg, Abingdon and Knoxville, and most with Comcast. To try to raise public awareness about the coming end of the subsidy program, which will either mean losing broadband access or facing a significant increase in the monthly cost, I was able to generate a news story by Jane Carlson on TriStates Public Radio which ran this week and was also circulated to public radio stations throughout the state.
2. Because of my recovery from surgery, I have not made any progress this month with a local Digital Equity plan. This continues to be an important but complicated priority going forward.

Time Expended: February 13 – March 14: 6 hours

Respectfully submitted:

David Amor, broadband coordinator

Board Letter
County of Knox, Illinois
March 27, 2024

Department: *HIGHWAY*

Agenda Item: *Approve the Engineering Services Agreement for Lynn Township Bridge Replacement, Section 23-11057-00-BR*

Background:

This project is located 3 miles northeast of Victoria on 2470N. The existing drainage structure was built around 1900 with some rehabilitation taking place in 1988. It is a 28 ft long, single span, I-beam bridge with a timber deck. The bridge roadway width is 20 ft. The existing bridge sub-structure consists of timber piling that have severe deterioration.

Hutchison Engineering will do all of the necessary surveys to complete the hydraulic study/permits, as well as the design and preparation of the plans, estimates and specifications required for a project letting. Hutchison Engineering completed some of the preliminary design work last year under a separate agreement, which helped us to decide on a new structure type moving forward.

Payment for all engineering services provided by Hutchison Engineering shall not exceed \$29,837.00.

The construction of the replacement structure at this location should take place in 2025. The project construction will be funded utilizing 80% Township Bridge Program Funds, 10% Lynn Township and 10% Knox County funds.

Budget Impact: *There is \$50,000 in the 23/24 County Bridge Fund budget to cover this expense (Line Item: Engineering 007-000-560400-30).*

Recommended Action: *Approve the Engineering Services Agreement for Lynn Township Bridge Replacement, Section 23-11057-00-BR*

Supporting Documents:

- 1. Engineering Services Agreement*
- 2. Location map*



Local Public Agency Engineering Services Agreement

Using Federal Funds? [] Yes [x] No Agreement For: MFT PE Agreement Type: Original

LOCAL PUBLIC AGENCY

Local Public Agency: Knox County County: Knox Section Number: 23-11057-00-BR Job Number: Project Number: Contact Name: Duane Ratermann Phone Number: (309) 289-2514 Email: dratermann@knoxcountyil.gov

SECTION PROVISIONS

Local Street/Road Name: 2470N Road Key Route: TR 57 Length: 0.1 Structure Number: 048-3077 Location Termini: Structure over Tributary to Walnut Creek Add Location Remove Location

Project Description: Construction of a new multi-cell concrete box culvert structure and roadway approaches on 2470N Road (TR 57) over a Tributary to Walnut Creek on the existing horizontal alignment. Existing structure to be removed and roadway to be closed to traffic during construction. The proposed structure will provide a 20'-0" minimum clear roadway width, with approach roadway transitions and incidental items as necessary.

Engineering Funding: [x] MFT/TBP [] State [] Other Anticipated Construction Funding: [] Federal [x] MFT/TBP [] State [] Other

AGREEMENT FOR

[x] Phase I - Preliminary Engineering [x] Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name: Hutchison Engineering, Inc. Contact Name: Thomas Winkelman Phone Number: (217) 245-7164 Email: tjwinkelman@hutchisoneng.com Address: 1801 West Lafayette Avenue, P.O. Box 820 City: Jacksonville State: IL Zip Code: 62651

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

- Regional Engineer: Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor: Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge: A full time LPA employee authorized to administer inherently governmental PROJECT activities

Contractor

Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- EXHIBIT ___ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- _____
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and

reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

(1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.

(2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

- Percent
 Lump Sum
 Specific Rate

Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
- The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data,

if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace

no later than (5) days after such conviction.

- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hutchison Engineering, Inc.	370960852	\$29,837.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
N/A	N/A	\$0.00
Subconsultant Total		\$0.00
Prime Consultant Total		\$29,837.00
Total for all work		\$29,837.00

AGREEMENT SIGNATURES

Executed by the LPA:

Local Public Agency Type Local Public Agency

Attest:

The

County

of

Knox County

By (Signature & Date)

[Signature and Date box for LPA representative]

By (Signature & Date)

[Signature and Date box for Engineer representative]

Local Public Agency

Local Public Agency Type

Knox County

County

Clerk

Title

County Board Chairman

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Hutchison Engineering, Inc.

By (Signature & Date)

[Handwritten signature: Thomas Whitelam 2/20/24]

Title

Assistant Secretary

By (Signature & Date)

[Handwritten signature: J. R. Bule 2/20/24]

Title

Executive Vice President

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

[Signature and Date box for Regional Engineer]



Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Knox County	Hutchison Engineering, Inc.	Knox	23-11057-00-BR

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

- 1) Prepare the necessary environmental documents in accordance with the procedures adopted by the Department's Bureau of Local Roads & Streets.
- 2) Prepare Army Corps of Engineers Permit application, and Department of Natural Resources-Office of Water Resources Permit application (if necessary), including structure waterway sketches.
- 3) Prepare Preliminary Bridge Design and Hydraulic Report and high-water effects on roadway overflows and bridge approaches.
- 4) Coordinate project details and preliminary plans with all impacted utilities early and often throughout the design process.
- 5) Make complete general and detailed plans, special provisions, proposals and estimates of cost and time, and furnish the local agency with copies of the plans, special provisions, proposals and estimates.
- 6) Checking of shop drawings as may be required.
- 7) Provide administrative oversight for the project through the preliminary engineering and design engineering phases.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Knox County	Hutchison Engineering, Inc.	Knox	23-11057-00-BR

**EXHIBIT B
PROJECT SCHEDULE**

This project is targeting a spring 2025 local letting.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Knox County	Hutchison Engineering, Inc.	Knox	23-11057-00-BR

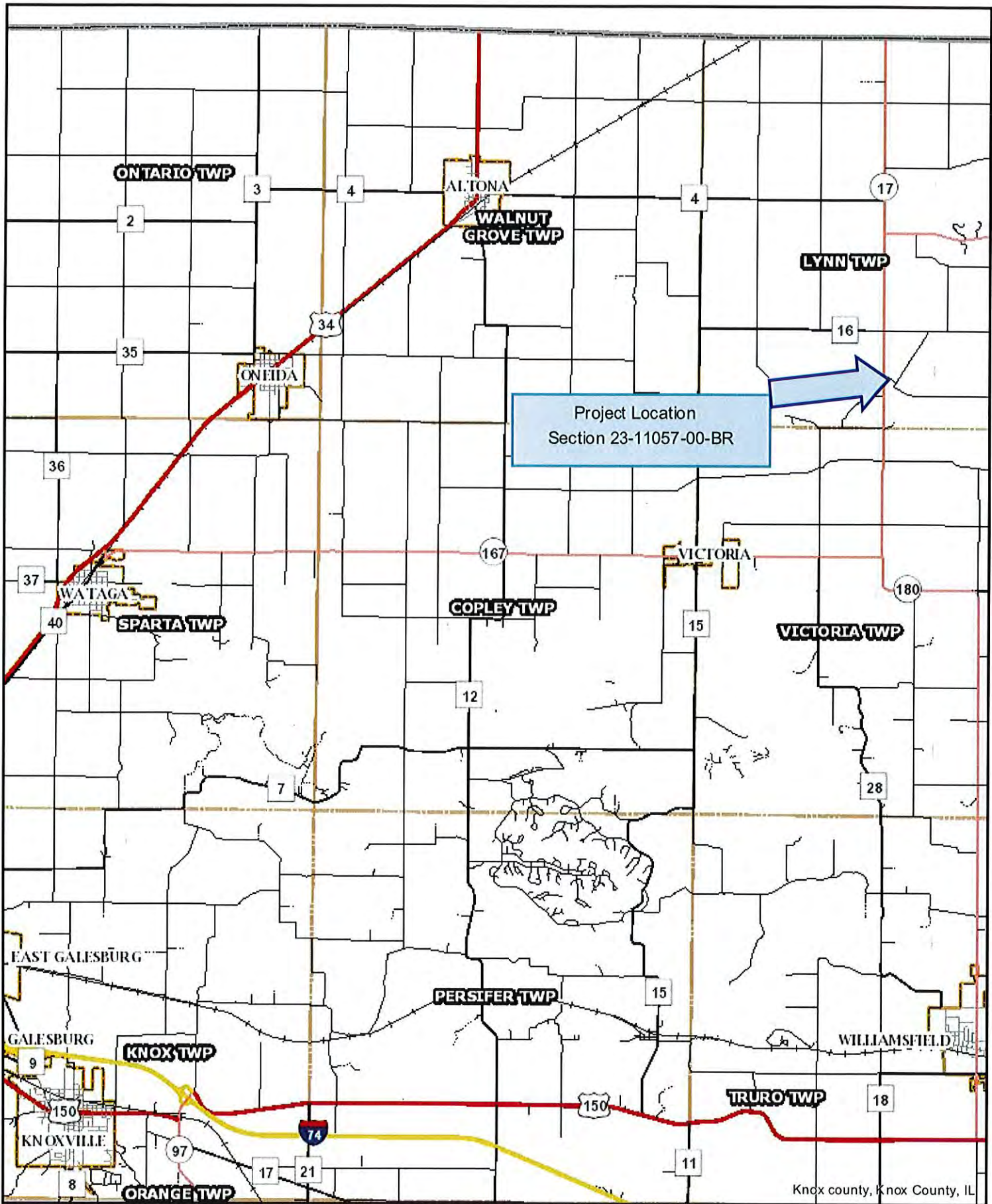
**Exhibit C
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input type="checkbox"/>
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	<input type="checkbox"/>	<input type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input type="checkbox"/>
5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input type="checkbox"/>
Project Criteria		Weighting	
8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input type="checkbox"/>
Selection committee (titles) for this project			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input type="checkbox"/>
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	<input type="checkbox"/>	<input type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Knox county, Knox County, IL



Knox County, IL

Prepared by the Knox County GIS Department. This map is not a legal survey and cannot be used to establish any type of legal boundary. It is for reference purposes only and is provided as a courtesy by the Knox County GIS Department. Knox County shall not be responsible or suffer any liability for any decisions or interpretations of any kind made by any party using this map or attribute data.



Printed: 3/11/2024

Board Letter
County of Knox, Illinois
March 27, 2024

Department: *HIGHWAY*

Agenda Item: *Approve the Resolution for Certificate of Authority for the County Engineer to Enter into a Joint Participation Agreement for Salt Procurement*

Background: *Knox County has been purchasing rock salt for winter operations through the bidding process administered by the State of Illinois' Central Management Services for at least 35 years. That process has evolved over the years from submitting a quantity the county desires on a form and mailing the form in to IDOT to most recently submitting all of the information online. An added requirement this year is to provide a Certificate of Authority giving the County Engineer the authority to submit the required documents on behalf of Knox County in order to participate in the joint purchasing process for the acquisition of rock salt.*

Based on the amount of rock salt we will carryover into next winter, we're going to request 1,000 tons for the state salt procurement this year. Last year we requested 1,500 tons and prior to that it was always 2,000 tons per year. Central Management Services will solicit bids for the rock salt this summer and release the results this fall.

Budget Impact: *There is no budget impact related to action on this resolution.*

Recommended Action: *Approve the Resolution for Certificate of Authority for the County Engineer to Enter into a Joint Participation Agreement for Salt Procurement*

Supporting Documents:

- 1. Resolution*
- 2. Certificate of Authority*

RESOLUTION # _____

**CERTIFICATE OF AUTHORITY FOR THE COUNTY ENGINEER
TO ENTER INTO A JOINT PARTICIPATION AGREEMENT
THROUGH THE ILLINOIS DEPARTMENT OF CENTRAL
MANAGEMENT SERVICES**

WHEREAS, from time to time the Knox County Highway Department enters into annual salt procurement with the State of Illinois through Central Management Services; and

WHEREAS, the Illinois Department of Central Management Services requires that a Certificate of Authority by Vote be provided; and

WHEREAS, the said document authorizes the County Engineer to enter in to the necessary joint participation agreement for the procurement of salt through the State of Illinois and binds Knox County to the procurement amount.

THEREFORE, BE IT RESOLVED, by the Knox County Board, State of Illinois, that the County Engineer be authorized to enter into the joint participation agreement as summarized herein. Be it also resolved that this resolution shall serve as the required Certificate of Authority for the Department of Central Management.

Resolved and passed this 27th day of March, 2024

Jared Hawkinson,
Knox County Board Chair

ATTEST: _____
Scott G. Erickson, County Clerk

THE COUNTY OF KNOX
STATE OF ILLINOIS

OFFICE OF THE COUNTY CLERK



SCOTT G. ERICKSON
KNOX COUNTY CLERK / RECORDER

SHIELA PARKIN • JANE SMITH
KASI TERPENING • MELANIE RICE
NICOLE BYERLY

C E R T I F I C A T E

STATE OF ILLINOIS)
)
COUNTY OF KNOX) SS

I, Scott G. Erickson, County Clerk of Knox County, Illinois, do hereby certify that I am the keeper of the records, files, and seal of said County and as County Clerk I am the custodian of the records and files of the Knox County Board; I do also further certify that at their regular meeting on March 27, 2024, said Board approved by a roll call vote the Authorization for the Knox County Highway Engineer to enter into a Joint Participation Agreement with the Illinois Department of Central Management Services for Annual Salt Procurement.

I further certify that the same appears from the records and files now in this office remaining and that a true and correct copy is hereby attached to this certificate.

IN TESTIMONY WHEREOF, I hereunto set my hand and affix the Official Seal of said County at my office in Galesburg, Illinois, this 28th day of March, A.D. 2024.

(SEAL)

Knox County Clerk

Board Letter
County of Knox, Illinois
March 27, 2024

Department: *HIGHWAY*

Agenda Item: *Approve the Resolution for Improvement Under the Illinois Highway Code, Section 20-00016-77-RS.*

Background: *This project is a cold in place recycling project on County Highway 3. The project begins at the northwest corner of Oneida and runs north 5 miles to the Henry County Line. The project consists of recycling the existing road surface/base, relaying and compacting the recycled material, placing aggregate shoulders, placing micro-surfacing and pavement striping.*

County Highway 3 has an Average Daily Traffic count of 450 vehicles per day.

The project is scheduled for a May 2024 letting with construction taking place this summer.

Budget Impact: *The projected total construction cost will be \$1,300,000. The project will be funded with \$1,146,112.22 Rebuild Illinois Funds(RBI) and the remaining \$154,000 will be from our Federal Aid Match(FAM) fund. The RBI expense is in the 2023/24 County MFT Budget and the FAM expense is in the 2023/24 FAM Budget as well.*

Recommended Action: *Approve the Resolution for Improvement Under the Illinois Highway Code, Section 20-00016-77-RS.*

Supporting Documents:

- 1. Resolution for Improvement*
- 2. Location Map*



Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

Yes No

Resolution Type: Original, Resolution Number, Section Number: 20-00016-77-RS

BE IT RESOLVED, by the Board of the County of KNOX, Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.

For Roadway/Street Improvements:

Table with 5 columns: Name of Street(s)/Road(s), Length (miles), Route, From, To. Row 1: COUNTY HIGHWAY 3, 5, FAS 237, County Highway 35, Henry County Line

For Structures:

Table with 5 columns: Name of Street(s)/Road(s), Existing Structure No., Route, Location, Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

cold in place recycle the existing pavement, place aggregate wedge shoulder and micro-surfacing with pavement striping utilizing Rebuild Illinois Funds.

2. That there is hereby appropriated the sum of One Million, One Hundred Forty-Six Thousand, One Hundred Twelve and 22/100 Dollars (\$1,146,112.22) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Scott G. Erickson, County Clerk in and for said County of KNOX

in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Board of KNOX at a meeting held on March 27, 2024

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 28th day of March, 2024

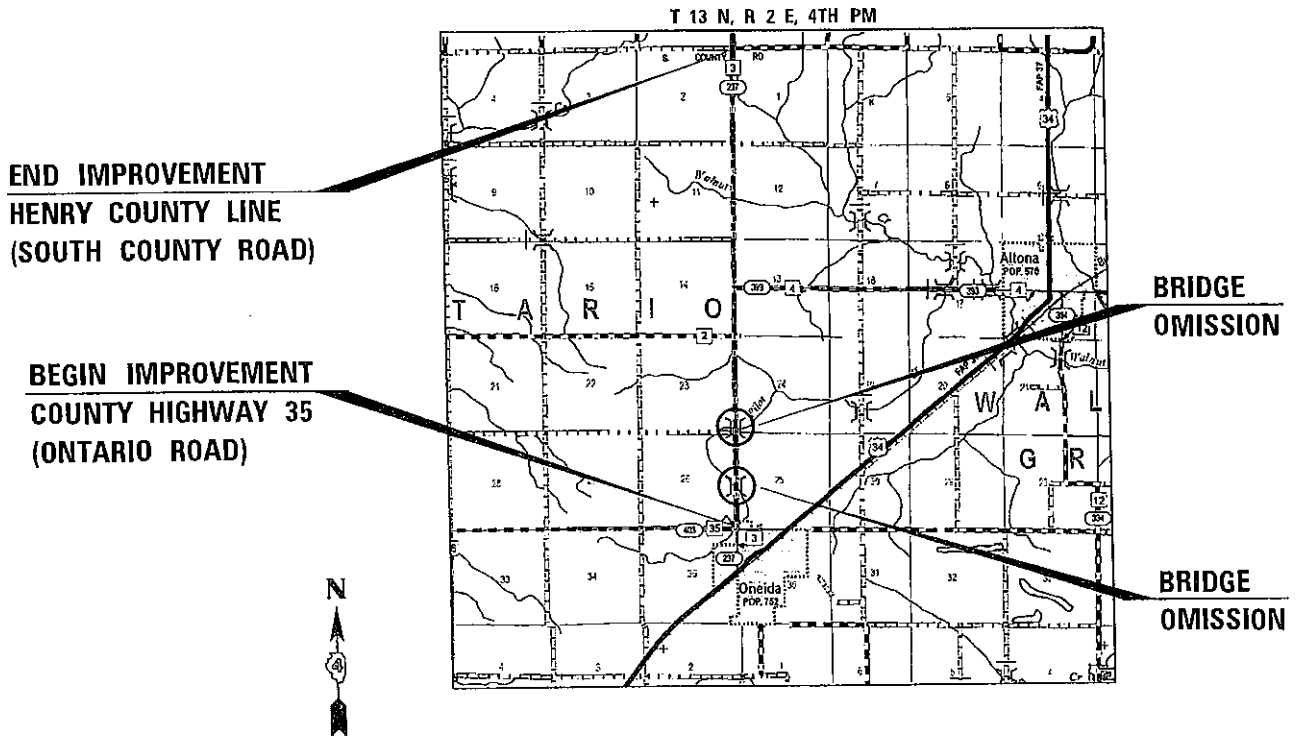
(SEAL, if required by the LPA)

Clerk Signature & Date

Approved Regional Engineer Signature & Date Department of Transportation

County Highway 3

Section 20-00016-77-RS



LOCATION MAP
NOT TO SCALE

GROSS LENGTH = 26,769.60 FT. = 5.070 MILE

NET LENGTH = 26,687.60 FT. = 5.054 MILE

RESOLUTION # _____

Awarding 2024 Motor Fuel Tax Aggregate Bids
For Various Townships in Knox County
Section 24-XX000-00-GM

WHEREAS, on March 14, 2024 there was a letting held in the office of the County Engineer for Various Aggregates for the MFT Maintenance of various Township roads in Knox County.

WHEREAS, the low and qualifying bidders were as follows:

Cedar Township Section 24-01000-00-GM

Item #101: 2,100 Tons CA/CM9 Furn & Spread to Beaird Trucking @ \$16.73/ton = \$35,133.00

Item #102: 501 Tons CA-16 pea gravel Furn & Stockpile to Betcher Trucking @ \$24.20/ton = \$12,124.20

Chestnut Township Section 24-02000-00-GM

Item #103: 680 Tons CM-16 crushed Furn & Stockpile to Riverstone Group @ \$31.44/ton = \$21,379.20

Copley Township Section 24-03000-00-GM

Item #104: 63 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.85/ton = \$1,754.55

Galesburg Township Section 24-05000-00-GM

Item #105: 405 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.60/ton = \$11,178.00

Indian Point Township Section 24-09000-00-GM

Item #106: 375 Tons CM-16 crushed Furn & Stockpile to Windish Trucking @ \$31.40/ton = \$11,775.00

Knox Township Section 24-10000-00-GM

Item #107: 825 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.85/ton = \$22,976.25

Lynn Township Section 24-11000-00-GM

Item #108: 2,500 Tons CA/CM-6 crushed Furn & Spread to Windish Trucking @ \$31.40/ton = \$11,775.00

Ontario Township Section 24-13000-00-GM

Item #109: 825 Tons CA/CM6 Furn & Stockpile to Windish Trucking @ \$18.40/ton = \$15,180.00

Item #110: 250 Tons CM-16 crushed Furn & Stockpile to Windish Trucking @ \$26.40/ton = \$6,600.00

Orange Township Section 24-14000-00-GM

Item #111: 490 Tons CA-16 pea gravel Furn & Stockpile to Betcher Trucking @ \$24.25/ton = \$11,882.25

Sparta Township Section 24-18000-00-GM

Item #112: 545 Tons CA/CM6 Furn & Spread to Beaird Trucking @ \$19.74/ton = \$10,758.30

Item #113: 950 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.60/ton = \$26,220.00

Truro Township Section 24-19000-00-GM

Item #114: 253 Tons CM-16 crushed Furn & Stockpile to Windish Trucking @ \$31.85/ton = \$8,058.05

Victoria Township Section 24-20000-00-GM

Item #115: 141 Tons CA-16 pea gravel Furn & Stockpile to Betcher Trucking @ \$20.20/ton = \$2,848.20

Item #116: 545 Tons CA/CM6 Furn & Spread to Beaird Trucking @ \$19.74/ton = \$10,758.30

Walnut Grove Township Section 24-21000-00-GM

Item #117: 634 Tons CM-16 crushed Furn & Stockpile to Betcher Trucking @ \$27.10/ton = \$17,181.40

Item #118: 2,750 Tons CA/CM6 Furn & Stockpile to Betcher Trucking @ \$19.50/ton = \$53,625.00

WHEREAS, under the rules of the Illinois Department of Transportation, the County Board is the awarding authority.

NOW THEREFORE BE IT RESOLVED, that the Knox County Board at their meeting on, March 27, 2024 does hereby award Items #101 to 118 to the low bidders as listed.

AND BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit one (2) certified copies of this resolution to the Department of Transportation, Division of Highways through its District Engineers office at Peoria, IL.

I, Scott G. Erickson, County Clerk in and for said County in the State of Illinois and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Knox County at their meeting held at Galesburg, Illinois on March 27, 2024.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Galesburg, Illinois in said county, this 28th day of March 2024.

(SEAL)

Scott G. Erickson
County Clerk

RESOLUTION # _____

Awarding Bituminous Material Bids
For Knox County and Various Road Districts in Knox County
Section 24-XX000-00-GM

WHEREAS, on March 14, 2024 there was a letting held in the office of the County Engineer for Various Bituminous Materials to be used for the MFT Maintenance of various County and Township roads in Knox County.

WHEREAS, the low and qualifying bidder was as follows:

Asphalt Sales, P.O. Box 1060, Jacksonville, IL 62651

Item #300: Bit Matl SS-1H Diluted	238 Tons @ \$497/ton = \$118,286.00
Item #301: Bit Matl HFE-300	200 Tons @ \$739.50/ton = \$147,900.00
Item #302: Bit Matl HFRS-2	101 Tons @ \$699.50/ton = \$70,649.50
Item #303: Bit Matl HFRS-2P	183 Tons @ \$859.50/ton = \$157,288.50
Item #304: Bit Matl MC-30	131 Tons @ \$1,222.50/ton = \$160,147.50
Item #305: Bit Matl PG 46-28	54 Tons @ \$839.50/ton = \$45,333.00
Item #306: Bit Matl PG 52-28	1,511 Tons @ \$844.50/ton = \$1,276,039.50

WHEREAS, under the rules of the Illinois Department of Transportation, the County Board is the awarding authority.

NOW THEREFORE BE IT RESOLVED, that the Knox County Board at their meeting on, March 27, 2024 does hereby award Items #300 to 306 to the low bidder as listed.

AND BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit one (2) certified copies of this resolution to the Department of Transportation, Division of Highways through its District Engineers office at Peoria, IL.

I, Scott G. Erickson, County Clerk in and for said County in the State of Illinois and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Knox County at their meeting held at Galesburg, Illinois on March 27, 2024.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Galesburg, Illinois in said county, this 28th day of March 2024.

(SEAL)

Scott G. Erickson
County Clerk

RESOLUTION # _____

Awarding Culvert Pipe Bids
For Knox County
Section 24-00000-00-CB

WHEREAS, on March 14, 2024 there was a letting held in the office of the County Engineer for Various Culvert Pipes to be used for the maintenance of various County Highways in Knox County.

WHEREAS, the low and qualifying bidder was as follows:

Metal Culverts, P.O. Box 330, Jefferson City, MO 65102

Item #1: Culv. Pipe, 15" dia. 20' 14 ga. 300 Foot @ \$20.25/foot = \$ 6,075.00
Item #2: Culv. Pipe, 15" dia. 28' 14 ga. 420 Foot @ \$20.25/foot = \$ 8,505.00
Item #3: Culv. Pipe, 15" dia. 32' 14 ga. 480 Foot @ \$20.25/foot = \$ 9,720.00
Item #4: Culv. Pipe, 18" dia. 20' 14 ga. 300 Foot @ \$23.95/foot = \$ 7,185.00
Item #5: Culv. Pipe, 18" dia. 28' 14 ga. 420 Foot @ \$23.95/foot = \$10,059.00
Item #6: Culv. Pipe, 18" dia. 32' 14 ga. 480 Foot @ \$23.95/foot = \$11,496.00

NOW THEREFORE BE IT RESOLVED, that the Knox County Board at their meeting on, March 27, 2024 does hereby award Items #1 to 6 to the low bidder as listed.

I, Scott G. Erickson, County Clerk in and for said County in the State of Illinois and keeper of the records and files thereof, as provided by statue, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Knox County at their meeting held at Galesburg, Illinois on March 27, 2024.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Galesburg, Illinois in said county, this 28th day of March 2024.

(SEAL)

Scott G. Erickson
County Clerk



KNOX COUNTY SHERIFF'S OFFICE

Jack C Harlan, Jr

SHERIFF

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

www.knoxcountysheriffil.com

Date: 3/15/2024

To: Robin Davis

From: Nacole Hawk

Debit

Training

018-050-580560-10

Amount: \$100.00

New Budget Amount: \$ 1,600.⁰⁰

Credit

Housing Animals

018-050-710000-10

Amount: \$100.00

New Budget Amount: \$19,900.00

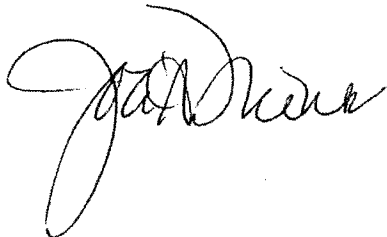
Approved by:

RECEIVED

MAR 18 2024

ROBIN E. DAVIS
KNOX COUNTY TREASURER

2023-2024					APPROVED	REVISED APPROVED	COMPLETED
		STARTING ADOPTED	REVENUE	EXPENSE	REVENUE	EXPENSE	
		LEVY/BUDGET	CHANGES	CHANGES	LEVY/BUDGET	LEVY/BUDGET	
		2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	
APPROPRIATIONS							
March							
		Mileage 004-000-510550-55	\$500.00	\$4,500.00		\$5,000.00	
		Contingencies 004-000-820000-55	\$169,938.00	-\$4,500.00		\$165,438.00	



RECEIVED

MAR 15 2024

JOHN E. DAVIS
KNOX COUNTY TREASURER

AP Checks by Date

Knox County

From Date: 3/1/2024

To Date: 3/21/2024

From Amt: 0.00

To Amt: 9999999.99

Bank: 1

Bank Acct: 622849

From Check:

To Check:

Vendor:

Check Date	Check #	Bank	Acct No	Vend ID	Vendor Name	Status	Amount
3/12/2024	256287	1	622849	90008	ILLINOIS ASSOC OF COUNTY BOARD	O	\$1,500.00
3/15/2024	256288	1	622849	40073	DEV NET, INC	O	\$4,274.92
3/15/2024	256289	1	622849	140286	MCDONOUGH COUNTY CLERK	O	\$60,893.08
3/15/2024	256290	1	622849	2001743	MIDWEST BANK	O	\$13,338.35
3/15/2024	256291	1	622849	190074	PITNEY BOWES BANK INC RESERVE ACCOUNT	O	\$4,000.00
3/15/2024	256292	1	622849	2002472	THOMAS DODGECHYSLER JEEP OF HIGHLAND	O	\$37,713.00

Outstanding and Redeemed Total : \$121,719.35

Void Total : \$0.00

Grand Total : \$121,719.35

AP Checks by Date

Knox County

From Date: 2/16/2024 To Date: 2/29/2024

From Amt: 0.00

To Amt: 9999999.99

Bank: 1 Bank Acct: 622849

From Check:

To Check:

Vendor: 2001706

Check Date	Check #	Bank	Acct No	Vend ID	Vendor Name	Status	Amount
2/29/2024	256286	1	622849	2001706	KNOX COUNTY SHERIFFS DEPT	O	\$2,000.00

Outstanding and Redeemed Total : \$2,000.00

Void Total : \$0.00

Grand Total : \$2,000.00

THE COUNTY OF KNOX
STATE OF ILLINOIS

OFFICE OF THE COUNTY CLERK



SCOTT G. ERICKSON
KNOX COUNTY CLERK & RECORDER

NICOLE BYERLY • MELANIE RICE-WEIK
CORY TEEL • GLORIA CLIFF
ANNA BROWNLEE

Knox County Board and Committee Meetings Calendar

MARCH 2024

The following is a list of the meetings of the standing Committees for the Knox County Board for the above referenced month.

Public Safety and Justice Committee

March 18, 2024 at Annex conference room at 6:00 PM

Infrastructure Committee

March 19, 2024 at Annex conference room. Starting at 6:00PM

Health and Human Services Committee

March 20, 2024 at Annex conference room. Starting at 6:00 PM

Ways and Means Committee

March 21, 2024 at Annex conference room. Starting at 6:00 PM.

Executive Committee

March 21, 2024 at Annex conference room. Starting at 5:00PM

IT Department Meeting

March 13 2024 via teleconference. Starting at 9:30 AM.

Knox County Board Meeting – Regular Meeting

March 27, 2024 at Galesburg City Hall. Starting at 6:00 PM.

Zoom Meeting ID = 729 532 7867

Zoom option will be available to the viewing public only. Any public comment statements should be made in person at meeting.