

**January 17, 2024**  
**OFFICIAL MINUTES**  
**of the**  
**DOUGLAS COUNTY BOARD**

\*Members of the Douglas County Board convened in regular session at 9:00 A.M., County Board Room, Courthouse, Tuscola, Illinois. Chairman of the Board, Tom Hettinger called the meeting to order and led the members in the Pledge of Allegiance to the Flag.

**ROLL CALL**

\*Members answering roll call: Bibby Appleby, Tom Hettinger, Phil Morris, Dan Henry, Ed Carleton, and Gary Luth.

PRESENT: 6

ABSENT: Hein

**APPROVAL OF DECEMBER 20, 2023, REGULAR BOARD MINUTES**

\***Motion by Henry/Appleby:** To approve the December 20, 2023, Regular Board Minutes.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**APPROVAL OF MONTHLY FINANCIAL OBLIGATIONS**

\***Motion by Morris/Luth:** To approve the monthly financial obligations for the County as reviewed by the Budget and Finance sub-committee.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**APPROVAL OF MONTHLY REPORTS OF FEES**

\***Motion by Luth/Appleby:** To approve the monthly reports of fees of the County offices as prepared.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**RESOLUTION 24-R-1 ADJUSTING THE MILEAGE REIMBURSEMENT RATE**

\***Motion by Morris/Luth:** To approve Resolution 24-R-1 stating that the Douglas County Employee Mileage Reimbursement Rate for privately owned automobiles used for official travel shall be reimbursed at a rate of 67 cents per mile.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**AMEND DOUGLAS COUNTY EMPLOYEE HANDBOOK**

\***Motion by Carleton/Luth:** To approve, at the recommendation of Personnel, Legal & Management Sub-Committee to the Douglas County Board, to amend the Douglas County Employee Handbook to incorporate the front-loading method of PLAWA (Paid Leave for All Workers Act) days of leave determination rather than current accrual method and that it be retroactive to January 1, 2024.

YEAS: 6

ABSENT: Hein

*Motion Passes*

**AGREEMENT FOR DOUGLAS COUNTY ANIMAL CONTROL  
DEPUTY ADMINISTRATOR**

\***Motion by Henry/Appleby:** To approve, at the recommendation of the Animal Control Sub-Committee to the Douglas County Board, the Agreement by and between Stacy Swisher Franz, Deputy Administrator, Douglas County Animal Control and Douglas County.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**REAPPOINTMENT OF A MEMBER TO 911 BOARD**

\***Motion by Henry/Morris:** To approve the reappointment of Joe Carter, Tuscola and Tyler Harvey, Villa Grove to the Douglas County 911 Board for 4-year terms.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**APPOINTMENT OF A MEMBER TO 911 BOARD**

**\*Motion by Henry/Morris:** To approve the appointment of Ryan Clutts to the Dougals County 911 Board as a replacement for Justin Statler who resigned effective January 1, 2024. Ryan will serve a 4-year term.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**REAPPOINTMENT OF INSURANCE ADMINISTRATION LIAISON**

**\*Motion by Luth/Henry:** To approve, at the recommendation of the Personnel, Legal & Management Sub-Committee, to reappoint Judi Pollock as the Insurance Administration Liaison to Douglas County for a one-year term effective January 1, 2024. This position is to be recompensed solely via a \$7500 stipend paid from line item 001-050-41920 as stated in Ordinance 17-O-2 and renewable at the Boards discretion. This position will be reviewed annually by the Personnel, Legal & Management Sub-Committee.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**ANNUAL STIPEND FOR PAYMENT AND RECONCILIATION OF PAYROLL DEDUCTED INSURANCE BENEFITS**

**\*Motion by Appleby/Carleton:** To approve at the recommendation of the Personnel, Legal & Management Sub-Committee to give an annual stipend of \$3000.00 to the Douglas County Treasurer's office to be distributed to her staff at her discretion for continued payment and reconciliation of the billing and payroll deducted insurance benefits (VSP and Companion Dental, policies) for Douglas County Employees for the FY 2024.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**LEASE AGREEMENT FOR CAMERA UPGRADE SECURITY AUTOMATED SYSTEMS**

**\*Motion by Luth/Morris:** To enter into a lease agreement with Huntington Lease Corp. for the Sheriff's Department camera upgrade with Security Automated Systems at a cost of \$38,905.80 per year for a 4-year lease term.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**RESOLUTION 24-R-2 CANCELLATION OF CERTIFICATE OF PURCHASE**

**\*Motion by Henry/Carleton:** To approve Resolution 24-R-2 authorizing the cancellation of the appropriate Certificates of Purchase for parcel # 05-01-32-409-004.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**RESOLUTION 24-R-3 APPROVING 14 BRIDGE FUND PETITION**

**\*Motion by Luth/Henry:** To approve Resolution 24-R-3 fourteen (14) Bridge Fund Petitions, as recommended by the County Engineer and approve by the Road and Bridge Sub-Committee and that the Dougals County Board Chairman is authorized to sign the Petitions.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**MEMORANDUM OF UNDERSTANDING BETWEEN ETSB AND DOUGLAS COUNTY**

**\*Motion by Carleton/Appleby:** To approve the Memorandum of Understanding between the Emergency Telephone System Board (ETSB) of Douglas County, Illinois and the Douglas County Board, Douglas County, Illinois commencing January 1, 2024, and terminating December 31, 2028.

YEAS: 6

ABSENT: Hein

*Motion Passes.*

**QUESTIONS AND COMMENTS FROM THE PRESS**

*Dominick from The County Chronicle asked what the total amount of money for the 14 Bridge fund Petitions is and Jim Crane stated that it was \$826,472.30, He also asked the amount of the Camera Upgrade was and the amount is \$38,905.80.*

**ADJOURNMENT**

**\*Motion by Luth/Henry:** At 9:24 A.M., there being no further business to come before the County Board at this time, to adjourn until February 21, 2024, at 9:00 A.M.

YEAS: 6

ABSENT: Hein

***Motion Passes.***

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***Judi Pollock, Ex-Officio Clerk***