

**FEBRUARY 15, 2023**  
**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: Dick Hein, Bibby Appleby, Tom Hettinger, Phil Morris, Dan Henry, Ed Carleton, and Gary Luth.

PRESENT: 7

ABSENT: 0

**APPROVAL OF JANUARY 18, 2023, REGULAR BOARD MINUTES**

\***Motion by Hein/Morris:** To approve January 18, 2023, Regular Board Minutes.

YEAS: 7

*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: 7

*Motion Passes.*

**APPROVAL OF MONTHLY REPORTS OF FEES**

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

YEAS: 7

*Motion Passes.*

**LEASE AGREEMENT FOR OFFICE SPACE, DOUGLAS COUNTY ANNEX**

\***Motion by Luth/Morris:** To approve the State of Illinois, Office of Statewide Pretrial Services, through its authorized agent, the Administrative Office of the Illinois Courts to lease office space at the Douglas County Annex, 209 East Van Allen Street, Tuscola, Illinois. The term of the lease will be for 5 years commencing on February 1, 2023, to January 31, 2028, at an annual rate of \$2400.00 payable in monthly installments of \$200.00.

YEAS: 7

*Motion Passes.*

**RESOLUTION 23-R-4 DOUGLAS COUNTY BOARD ELECTRONIC ATTENDANCE OF MEETINGS POLICY**

\***Motion by Carleton/Appleby:** To approve Resolution 23-R-4 stating that the County Board hereby adopts the Electronic Attendance of Meetings Policy that permits Board members to attend and participate in any meeting of the Board via electronic means. This Resolution is in effect after the passage as provided by law.

YEAS: 7

*Motion Passes.*

**APPOINT JIM HIGGINS TO THE DOUGLAS COUNTY BOARD OF HEALTH**

\***Motion by Morris/Luth:** To appoint Jim Higgins to the Douglas County Board of Health for a term to expire November 30, 2024. Mr. Higgins will fulfill the vacated term of Dr. Whitaker.

YEAS: 7

*Motion Passes.*

**RESOLUTION 23-R-5 EXTENSION OF A DECLARATION OF EMERGENCY DUE TO COVID-19**

**\*Motion by Morris/Luth:** To approve Resolution 23-R-5 extending a Declaration of Emergency due to Covid-19 in Douglas County, State of Illinois by the County Board for a period of 30 days..

YEAS: 3 NO: Hein, Morris, Henry, Carleton ***Motion Does Not Pass.***

**REAPPOINTMENT OF INSURANCE ADMINISTRATION LIAISON**

**\*Motion by Henry/Hein:** At the recommendation of the Personnel, Legal & Management sub-committee to reappoint Judi Pollock as the Insurance Administration Liaison to Douglas County for one-year effective January 1, 2023. This position is recompensed solely via a \$7500 stipend paid from line item 001-050-42900 (formerly know as line item 012-039-41920) as stated in Ordinance 17-O-2 and renewable at the Boards discretion. This position will be reviewed annually by Personnel, Legal & Management sub-committee.

YEAS: 7

***Motion Passes.***

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

**\*Motion by Carleton/Luth:** At the recommendation of the Personnel, Legal & Management sub-committee to give an annual stipend of \$3000 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, Companion Dental, and Guardian policies) for Douglas County Employees for the FY 2023.

YEAS: 7

***Motion Passes.***

**RESOLUTION 23-R-6 AUTHORIZING EXECUTION AND AMENDMENT OF SECTION 5311 GRANT AGREEMENT**

**\*Motion by Hein/Appleby:** To approve Resolution 23-R-6 stating that the Douglas County Board Chairman of the Douglas County Board is hereby authorized and directed to execute and file on behalf of Douglas County a Section 5311 Grant Agreement with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for Fiscal Year 2024.

YEAS: 7

***Motion Passes.***

**ORDINANCE 23-O-1 GRANT APPLICATION FOR PUBLIC TRANSPORTATION**

**\*Motion by Henry/Luth:** To adopt Ordinance 23-O-1 stating that the Douglas County Board Chairman is hereby authorized and directed to execute and file on behalf of Douglas County all required Grant Agreements with Illinois Department of Transportation to provide public transportation in Douglas County Illinois.

YEAS: 7

***Motion Passes.***

**AMENDMENT TO EXTEND LOCAL AGENCY AGREEMENT JOB #R-95-326-15**

**\*Motion by Luth/Morris:** That the Amendment to extend Local Agency Agreement document extending the end date for Section: 13-00106-01-PV, Job # R-95-326-15, Obligation AL17183 – 100% State Funds not to exceed \$228,816.00, Cronus Chemical Infrastructure Improvements (Right of Way) to March 9, 2025, be approved as submitted and that the County Board chairman be authorized to sign the Amendment Agreement.

YEAS: 7

*Motion Passes.*

**AMENDMENT TO EXTEND LOCAL AGENCY AGREEMENT JOB # R-95-328-15**

**\*Motion by Luth/Morris:** That the Amendment to extend Local Agency Agreement Document extending the end date for Section: 13-00106-03-PV, Job # R-95-328-15, Obligation AL17184 – 100% State Funds not to exceed \$63,840.00, Cronus Chemical Infrastructure Improvements (Right of Way) to March 9, 2025, be approved as submitted and that the County Board Chairman be authorized to sign the Amendment Agreement.

YEAS: 7

*Motion Passes.*

**COPIER PURCHASE FOR SUPERVISOR OF ASSESSMENTS**

**\*Motion by Henry/Morris:** To approve the purchase of a new copier for the Supervisor of Assessments office in the amount of \$5,618 plus a \$150 per month service contract for color copier and maintenance.

YEAS: 7

*Motion Passes.*

**ARPA FUNDS FOR RISE**

**\*Motion by Hein/Luth:** At the recommendation of Budget & Finance Committee of the Whole to the Douglas County Board to move forward with the ARPA funds designation to RISE in the amount of \$100,000.

YEAS: 7

*Motion Passes.*

**QUESTIONS AND COMMENTS FROM THE PRESS**

*Jim Allen asked the Board if Resolution 23-R-4 Douglas County Board Electronic Attendance of Meetings Policy is on the Bulletin Board. The County Clerk stated that it was.*

**ADJOURNMENT**

**\*Motion by Luth/Henry:** At 9:23 A.M., there being no further business to come before the County Board at this time, to adjourn until March 15, 2023, at 9:00 A.M.

YEAS: 7

*Motion Passes.*

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*Judi Pollock, Ex-Officio Clerk*