

**OFFICIAL PROCEEDINGS**  
**WASHINGTON COUNTY BOARD MEETING**

**December 10, 2024**

The reconvened and adjourned meeting of the County Board of Washington County, Illinois was held at the Washington County Courthouse Nashville, Illinois on Tuesday, December 10, 2024 for the purpose of transacting county business that might come before the Board.

Present and presiding were Chairman David Meyer and Shari Hempen, County Clerk and Clerk of the Board.

Roll Call was taken by County Clerk Hempen with 13 members present. Those present were, Brammeier, Hohlt, Ibendahl, Karg, Klingenberg, Luna-Fuller, Malick, Shemonic, Small, Todd, Unverfehrt, Bening and Meyer absent was Bronke

Others present were Dan Janowski-State's Attorney, Matt Bierman & Darrah Sabo – EMA and Zoning, John Felchlia – Ambulance Administrator, Kiefer Heiman-Highway Superintendent, Sheriff Ross Schultze, Chief Deputy Charles Carroll, Elisha Hamilton Dispatch Admin., Janessa Clary – 911 Admin., Sheriff's Department Roxzen Styninger, Andrew Howard, Aaron Storie, Isaiah Mathis, Chief Deputy Charles Carroll, Brittany Bateman Office Manager, Jessica Eldridge Probation/Drug Court, Crystal May Assistant State's Attorney and Todd Marver-Washington County News

Following the Lord's Prayer and the Pledge of Allegiance, Chairman Meyer called the meeting of the Washington County Board to order at 3:15 p.m.

Chairman Meyer asked if there were any additions or corrections to the minutes of the County Board Meeting held on November 12, 2024. With no additions or corrections, a motion was made by Karg seconded by Shemonic to approve the minutes as presented. Motion carried

Kiefer Heiman – County Highway Engineer told the board they have finished up mowing. Board member Ibendahl thanked Heiman and his crew for the extra mowing they did this year.

**The Claims against the County Report** was presented to the Board for approval by Ibendahl. TO THE CHAIRMAN AND MEMBERS OF THE BOARD: YOUR COMMITTEE MET ON December 9, 2024, 2024 EXAMINED ALL CLAIMS PRESENTED AND RECOMMENDS PAYMENT TO THE FOLLOWING AND THE CLERK BE DIRECTED TO ISSUE ORDER ON THE COUNTY TREASURER TO THE CLAIMANTS FOR THE AMOUNTS ALLOWED. **(See Exhibit A)** Ibendahl made a motion to pay the claims and add a \$55.29 for AT&T and \$7,914.10 for Eggemeyer for new ambulance construction. Ibendahl made a motion to accept the report as presented and approve payment of the added claims Seconded by Bening motion carried. Roll call vote was taken with 13 ayes. Motion carried. Ibendahl told the Board that the claims for December were massive due to the annual County Insurance.

A motion was made by Ibendahl seconded by Brammeier to make restitution to the County Board's Per Diems. Motion carried.

**The State's Attorney's Monthly Report (See Exhibit B)** Crystal May Assistant State's Attorney appeared before the Board to present the report, State's Attorney Janowski was in court. Klingenberg made a motion to accept the report as presented seconded by Malick. Motion carried.

Janowski entered the meeting

Dan Janowski Washington County State's Attorney presented to the Board his letter of resignation. **(See Exhibit C)**. He has been appointed as an Associate Judge of the Twenty-Fourth Judicial Circuit effective January 31, 2025. Brammeier made a motion that the Board acknowledge the resignation of Daniel Janowski as Washington County State's Attorney effective January 30, 2025, declare that a vacancy in the Office of Washington County State's Attorney will exist, direct the Chairman to notify the county central committee of each established political party of the upcoming vacancy as required by statute, and consent to the Chairman taking action toward filling said vacancy. Brammeier made a motion to approve the resignation letter from Janowski seconded by Luna. Motion carried. Chairman Meyer stated that it was the Circuit Court's gain and the County's loss of Janowski.

Chairman Meyer had County Clerk/Clerk of the Board Hempen read his response to the resignation: Based upon the motion just passed, and in accordance with Illinois Election Code, specifically 10 ILCS 5/25-11, it is now declared that a vacancy in the Office of Washington County State's Attorney will exist as of January 31, 2025. I will notify the county central committee of each established political part of the upcoming vacancy within the next 3 days as required I will also begin the process of filling said vacancy with a member of the Republican Party within the next 60 days as required by statute, as Mr. Janowski was elected as a Republican.

**The County Clerk and Recorder's Monthly Report (See Exhibit D) and Yearly Report (See Exhibit E)** Clerk Hempen presented her report monthly and yearly report to the Board for approval a motion was made by Shemonic seconded by Hohlt to approve the reports as presented.

**Ordinance No. 2024-27** amending the Washington County Recording Fee Schedule **(See Exhibit F)**. The recording fees did not change. The predictable fee schedule had to be revised to be consistent with 55 ILCS 5/3-5018.2 effective January 1, 2025. A motion was made by Shemonic seconded by Klingenberg motion carried. Roll call vote was taken with 13 ayes no nays, 1 absent and 1 vacancy

Resolution 2024-71 **(See Exhibit G)** to authorize the County Board Chairman to execute a deed of conveyance of County's interest in parcel #07-04-25-201-018. A motion was made by Brammeier seconded by Bening to accept the resolution as presented. Motion carried.

**The Sheriff's Monthly Report** Informational handout included. **(See Exhibit H)** Sheriff Schultze appeared before the board to present the Sheriff's Department monthly report. A motion was made by Bening seconded by Luna to accept the reports as presented. Motion carried.

A lengthy discussion on hiring an additional deputy took place between Board members and guests. Right now, the Sheriff's Department has 11 full time deputies, which includes the Chief Deputy and Investigator. Sheriff Schultze stated that if the resolution passes that the new deputy would work 10 hour shifts that overlap the night shifts. Brammeier said if you subtract the Chief Deputy and investigator that would only give you 9 deputies right now and adding a deputy would not fix the issues we already have. Todd said that our fiscal budget has a deficit of 1.4 million already. The county is not a cash cow and next year we have contract negotiations. If we had tons of money, you could hire 3 deputies, but financially we can't afford it, the money is not here. Unverfehrt agreed with Todd but, he would also like to make the county safer. Back when we had Troopers to help patrol the county we had extra back up. Malick asked Sheriff Schultze if adding another deputy would cut down on overtime and Schultze said yes. Money from the Drug Task Force will be used to purchase a squad car for the additional deputy. Luna said it would help with response time couldn't see how it would hurt to spread them throughout the county. Klingenberg wouldn't deny the county an extra deputy, but the County's population is going down every year and it's going to come to ahead quick. He would suggest maybe a retention grant like a \$5000 bonus to keep them from leaving. We have a great team together and would not want to lose anybody. Chairman Meyer suggested the county write a letter or contact someone at the state to get patrols back in this county. Meyer wanted to

know how the finance committee was going to handle monies. Is there enough money to add an additional deputy and giving a \$2 increase to the present deputies, excluding Chief Deputy Carroll? We need to choose one (1) or the other? Sheriff said there is enough money for both. Brammeier said he would rather pay the \$2 pay bump versus hiring an extra deputy. Hohlt said that the county cannot hire an additional deputy and give the \$2 increase. Chairman Meyer's opinion he would prefer it go back to committee, there are a lot of things in committee right now. Brammeier's opinion was not to go back to committee, he said the Sheriff's budget was approved by the Finance Committee and the board approved the budget.

A motion was made by Ibendahl to table the Resolution establishing maximum number of Sheriff's Deputies in Washington County until the January 14, 2025, seconded by Luna. Motion carried. Ibendahl requested a roll call vote. Roll call vote was taken with 9 ayes and 4 nays. Voting nay was Brammeier, Small, Todd and Unverfehrt.

**The Ambulance Monthly Report (See Exhibit I)** Felchlia appeared before the board to present his monthly report. A motion was made by Small seconded by Hohlt to approve the report as presented. Motion carried. Felchlia told the board that they moved to the new Ambulance facility on December 2<sup>nd</sup>.

**The Treasurer's Monthly Cash Flow Statement and Budgetary status Reports for Period ending 11/30/2024 (See Exhibits J & K).** A motion was made by Shemonic seconded by Brammeier to accept the report as presented subject to audit review. Motion carried.

ARPA Fund monthly recap (Informational Only) **(See Exhibit L).**

A motion was made by Klingenberg to approve the Jared Glenn minor subdivision seconded by Karg. There was no plat available for the board.

A motion was made by Small seconded by Shemonic to approve the employee agreement **(See Exhibit M)** for Washington County 911/Communication Administrator Elisha Hamilton. Small apologized that he did not have it for the November 12<sup>th</sup> County board meeting. He said there were a few changes mainly that it is not a strict 8 am to 4 pm position. There will be flexibility so that Elisha could come in early and stay late so she can see the employees that work the shifts outside of 8 am to 4 pm.

#### **COMMITTEE REPORTS:**

**Ambulance-** 1 meeting

**Animal Control-** No meeting

**Cemetery-** No meeting

**Claims against the County-** 1 meeting

**Sheriff's/Communications/Drug Task-** 1 meeting

Unverfehrt made a motion that a \$2.00-hour premium payment be made to all current and newly hired full-time Washington County deputies, other than the Chief Deputy, and that this be effective January 1, 2025 (as of the pay period including January 1, 2025), and until November 30, 2025, unless terminated earlier by action of the full board. This premium payment would be in addition to the effective contract rate for the position and will only be paid for so long as the employee remains in that position. Ibendahl asked Sheriff Schultze if he thinks it will help retain the current deputies. Schultze's reply was yes. Motion carried. Roll call vote was taken with 13 ayes and no nays.

**County Buildings-** 2 meetings

**County Health Department-** 2 meetings

**Education-** No meeting

**Enterprise Zone (Centralia) -** No meeting

**Enterprise Zone (Nashville) -** No meeting

**Environmental, EMA & Zoning-** No meeting

**Finance, Claims & Economic Development-** No meeting

**Insurance-** No meeting

**Legislative-** No meeting

Brammeier made a motion to accept the Ordinance 2024-28 (**See Exhibit N**) adopting a Revised Code of Ordinances (Codification Book) for Washington County. Seconded by Klingenberg. Motion carried. Roll call vote with 13 ayes and no nays.

**Personnel, Policy & Appointments-** No meeting

Ibendahl made a motion to Re-appoint Robert "Gene" Howe and Justin Heberer to the Washington County 911 board seconded by Shemonic. Motion carried

Ibendahl made a motion to approve the 2025 County Board meeting schedule (**See Exhibit O**). Second by Klingenberg. Motion carried.

Karg made a motion to accept the Washington County 2025 Holiday schedule (**See Exhibit P**). Seconded by Small. Motion carried.

The County Board Committee Appointments for 2024-2026 (**See Exhibit Q**) was presented to the board. The Chairman of the board appoints the board members no motion to approve is needed.

**Planning Commission-** 1 meeting

**Road & Bridge-**1 meeting

**Safety-** 1 meeting

**Solid Waste-** No meeting.

**South Central IL. Growth Alliance-** No meeting

**911-** No meeting

**911/Communications-** 1 meeting

**Contract Negotiations – FOP** no meeting

**Contract Negotiations – IBEW** no meeting

A motion was made by Hohlt seconded by Bening to approve payment of monthly utility expenses and payroll expenses. Motion carried.

Chairman Meyer asked for any comments from the public.

The next regularly scheduled meeting will be January 13, 2025 at 7:00 p.m.

A motion was made by Todd and seconded by Small to adjourn the meeting. Motion carried. The meeting of the Washington County Board adjourned at 4:53 p.m.

Chairman Meyer wished everyone a Merry Christmas and Happy New Year.

Shari Hempen, Washington County Clerk and Clerk of the Board

**WASHINGTON COUNTY BOARD**

101 E. St. Louis St., Nashville, IL. 62263

COUNTY BOARD MEETING:

3:00 P.M December 10, 2024

**AGENDA**

1. Prayer and Pledge
2. Call to Order
3. Roll Call
4. Acknowledgment of Guests
5. Approval of the November 12, 2024 County Board Minutes
6. Highway Department:
7. Claims against the County
8. Approve County Board Expenses
9. State's Attorney's Monthly Report
10. Accept the resignation of State's Attorney Daniel R. Janowski effective January 30, 2025
11. County Clerk and Recorder's Monthly & Yearly Report
12. Ordinance amending the Washington County Recording Fee Schedule
13. Resolution to authorize the County Board Chairman to execute a deed of conveyance of County's interest in parcel #07-04-25-201-018
14. Sheriff's Monthly Report
15. Approve resolution establishing maximum number of Sheriff's Deputies in Washington County
16. Emergency Ambulance & Rescue Service Monthly Report
17. Treasurer's Monthly Cash Flow & Budgetary Status Report
18. ARPA Fund monthly recap (Informational Only)
19. Zoning: Jared Glenn minor subdivision plat to approve
20. Approve Employment Agreement for Washington County 911/Communication Administrator Elisha Hamilton
21. Committee Reports:

**Legislative:**

- Ordinance adopting a Revised Code of Ordinances (Codification Book) for Washington County

**Personnel, Policy & Appointments:**

- Re-appoint Robert "Gene" Howe and Justin Heberer to 911 Board
- 2025 County Board Meeting Schedule
- 2025 Washington County Holiday Calendar
- County Board Committee Appointments

**Sheriff/ Communication /Drug Task**

- Sheriff's Deputies Pay Increase

22. Approve Monthly Utility Expenses, and Payroll Expenses
23. Opportunity for the General Public to address the County Board
24. Adjournment

Agenda items may be re-arranged during the meeting at the Board's discretion.

Old and New Business may be discussed within each agenda item.

General Comments on non-agenda items may be made without action being taken.

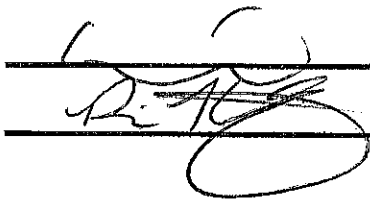
<b>District 1:</b> Dani Luna-Fuller Eric Malick Rodney Small  Larry Unverfehrt	<b>District 2:</b> Dan Bronke Afan Hohlt Dave Ibendahl Brian Klingenberg Dennis Shemonic	<b>District 3:</b> Douglas Bening Eric Brammeier Vice-Chairman David Meyer - Chairman Paul Todd David Karg
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We have examined and approved the bills listed for November 2024 on the attached sheet and recommend that the Claims Committee of the Washington County Board approve them for payment:

County Highway Fund	\$104,467.65
County Bridge Fund	\$22,543.50
County Matching Fund	\$0.00
County MFT Fund	\$479,735.48
Road District Fund	\$32,865.70
Township Bridge Fund	<u>\$0.00</u>
<b>Total</b>	<b>\$639,612.33</b>

Date: 12/9/2024

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Road and Bridge Committee

Vendor Number	Vendor Name	Inv/PO Number	Claim Number	Invoice Date	Due Date	G/L Date	Liq. ?	Comm. Bank System No. Code	Operator Batch
3100	ADAMS, CARL	11/2024		11/26/24	11/30/24	11/30/24	N	12/06/24	DONNA 3016
		001	22-580.01	NEW CONSTRUCTION AMBULANCE DEPT - RETIBURSE VARIOUS SUPPLIES FOR NEW AMBULANCE FACILITY					
				Gross Invoice Amount				1,715.95	
				Net Invoice Amount				1,715.95	
3500	AMAZON CAPITAL SERVICES	11Y3-VVLM-HLM7		11/06/24	11/30/24	11/30/24	N	12/04/24	DONNA 3016
		001	05-505.31	ACCT #A10EC9EMN9266H, SHERIFF DEPT - CAP, 3-RING BINDERS, PENCILS					
		001	05-505.40	OFFICE SUPPLIES/EXPENSE UNIFORMS					
				Gross Invoice Amount				40.83	
				Net Invoice Amount				11.90	
3500	AMAZON CAPITAL SERVICES	1G4C-FGWD-VXWP		11/17/24	11/30/24	11/30/24	N	12/04/24	DONNA 3016
		001	05-505.31	ACCT #A10EC9EMN9266H, SHERIFF DEPT - TACTICAL VEST, TOUGHBOOK CAR CHARGER					
				Gross Invoice Amount				72.90	
				Net Invoice Amount				72.90	
3500	AMAZON CAPITAL SERVICES	1JN4-CLCW-7J1Y		11/14/24	11/30/24	11/30/24	N	12/04/24	DONNA 3016
		001	05-505.31	ACCT #A10EC9EMN9266H, SHERIFF DEPT - BATTERIES, USB OFFICE SUPPLIES/EXPENSE					
				Gross Invoice Amount				63.34	
				Net Invoice Amount				63.34	
3500	AMAZON CAPITAL SERVICES	1M4Q-9F9L-4TH1		11/24/24	11/30/24	11/30/24	N	12/04/24	DONNA 3016
		001	05-505.31	ACCT #A10EC9EMN9266H, SHERIFF DEPT - PENCIL SHARPENER, DIVIDERS					
				Gross Invoice Amount				23.32	
				Net Invoice Amount				23.32	
3500	AMAZON CAPITAL SERVICES	17QJ-FY3L-79Y7		11/20/24	11/30/24	11/30/24	N	12/04/24	DONNA 3016
		001	05-505.31	ACCT #A10EC9EMN9266H, SHERIFF DEPT - 12V CAR CHARGER OFFICE SUPPLIES/EXPENSE					
				Gross Invoice Amount				12.69	
				Net Invoice Amount				12.69	
3500	AMAZON CAPITAL SERVICES	1RPY-33C6-JWVP		11/26/24	11/30/24	11/30/24	N	12/04/24	DONNA 3016
		001	05-505.31	ACCT #A10EC9EMN9266H, SHERIFF DEPT - DAWN, DRY ERASE MARKERS, HANGING FILE FOLDERS, SILVERWARE TRAY, PENS FILE FOLDERS, 3-RING BINDERS					
				Gross Invoice Amount				273.03	
				Net Invoice Amount				273.03	
3500	AMAZON CAPITAL SERVICES	1NGT-GD1K-PV7R		11/27/24	11/30/24	11/30/24	N	12/04/24	DONNA 3016
		001	05-505.31	ACCT #A10EC9EMN9266H, SHERIFF DEPT - CURTAINS, HAT OFFICE SUPPLIES/EXPENSE UNIFORMS					
				Gross Invoice Amount				14.26	
				Net Invoice Amount				15.63	



**STATE'S ATTORNEY'S REPORT**

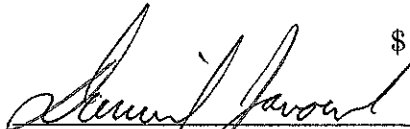
To: Circuit Court and Washington County Board, Washington County, Illinois.

The State's Attorney of Washington County, Illinois, respectfully submits the following report of fees paid to him from November 1, 2024, to November 30, 2024.

I further report that the foregoing fees were paid by me to Natalie Lynch, Washington County Treasurer

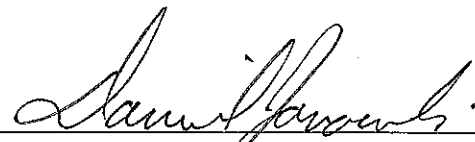
**REPORT OF FEES COLLECTED AND PAID**

November 2024 -- State's Attorney General Fund:	\$ 365.00
November 2024 -- State's Attorney Drug Prevention Fund:	\$10,224.77
November 2024 -- State's Attorney Automation Fund:	\$ 117.00
November 2024 -- Restitution Received:	\$ 169.00

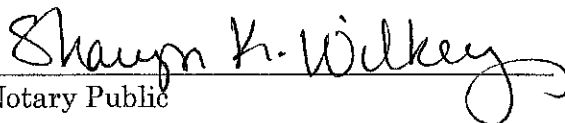
  
 Daniel R. Janowski  
 Washington County State's Attorney  
 Washington County Judicial Center  
 125 E. Elm St., Nashville, IL 62263  
 (618) 327-4800 ext. 320

State of Illinois                    )  
   ) ss.  
 County of Washington         )

I, Daniel R. Janowski, State's Attorney for Washington County being first duly sworn on oath, depose and say that the foregoing report of receipts and disbursements of the Office of the State's Attorney from November 1, 2024, to November 30, 2024, is correct to the best of my knowledge and belief.

  
 Daniel R. Janowski

Subscribed and sworn to before me this 9 day of December, 2024.

  
 Notary Public





Office of the  
**State's Attorney**  
Washington County, Illinois

Daniel R. Janowski  
*State's Attorney*

Washington County Board  
Nashville, Illinois

December 10, 2024

Dear Chairman Meyer and Members of the Washington County Board:

As you have likely heard, I received word back in November that I have been appointed Associate Judge of the Twenty-Fourth Judicial Circuit effective January 31, 2025. With that in mind, I offer my resignation effective January 30, 2025, so that a replacement can be appointed.

I want to begin by thanking Chairman Meyer, the members of the Board, and all the elected and appointed County Officials for their attention and professionalism over the past four years. While the issues have sometimes been difficult, the company has always been good. I have enjoyed working with everyone who has served either on the Board or in county office during my term as State's Attorney.

Next, I want to acknowledge all the hard work my assistants, Crystal and David, and staff, both present, Sharyn and Sierra, and former, Sarah and Shirley, put in every day. Without hesitation, they have done more than expected of them to ensure the best possible outcomes, whether in prosecutions or County representation. Without them, the achievements my office has had would simply not have been possible.

I also want to thank my family, especially my wife Danielle and sons Paul, Thomas, and Louis. Without their love and support, I could have neither put in the sometimes-long hours necessary to accomplish the tasks needed of the role, nor found the drive to push through the difficult cases. Knowing they were waiting at home always made the work worth it.

Finally, I want to offer my sincere thanks to the residents of Washington County for the opportunity they gave me to serve as their State's Attorney. It has truly been the honor of a lifetime, and I hope they feel Washington County has remained a great place to live due to my time in the office. I'm excited to continue serving our residents in this new role.

Very truly yours,

A handwritten signature in black ink, appearing to read "Daniel R. Janowski".

Daniel R. Janowski  
Washington County State's Attorney


WASHINGTON COUNTY CLERK & RECORDER  
REPORT OF COLLECTIONS  
COLLECTION FOR THE PERIOD 11/1/2024-11/30/2024

NOVEMBER 2024:

Beginning Balances: \$ 2,087.34  
Fees Collected: 68,829.73  
Total \$ 70,917.07

DISBURSEMENTS:

Tax Redemptions \$ 40,976.05  
Tax Redemptions Interest 5,206.52  
Revenue Stamps 3,650.00  
Laredo Usage Fee 1,364.05  
Take Notice/Petition Fees 8.00  
Miscellaneous 81.00  
Disbursements \$ 51,285.62  
Balance: \$19,631.45

  
SHARI HEMPEN  
CLERK/RECORDER  
WASHINGTON COUNTY

NOVEMBER 30, 2024

WASHINGTON COUNTY TREASURER:

(G.I.S. ASSESSOR FUND) \$ 3,080.00  
(G. I.S. RECORDER FUND) 154.00

ILLINOIS DEPT OF REVENUE:

(R.H.S.P. - \$18.00 PER 153 DOC) 2,754.00

IL DEPT. OF PUBLIC HEALTH

(\$4.00 SURCHARGE DEATH CERT) 40.00

STATE TREASURER, IL DOMESTIC VIOLENCE

(MARRIAGE LICENSE SURCHARGE) 15.00

NATALIE LYNCH, WASHINGTON COUNTY TREASURER:

(RECORDER AUTO FUND) 1,232.00

NATALIE LYNCH, WASHINGTON CO TREASURER:

(DOCUMENT STORAGE FEES) 462.00  
(FEE'S COLLECTED) 9,807.11

TOTAL \$17,544.11

**TOTAL DISBURSEMENT \$68,829.73**

Remaining Balance Tax Redemption #130068: \$458.16

Tax Redemption #130041: \$207.91

Tax Redemption #140063: \$275.41

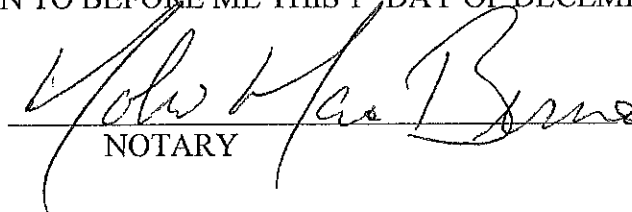
Tax Redemption#2014-000054: \$927.26

Tax Redemption#2014-000058: \$218.60

Total remaining balance \$2,087.34

TOTAL DISBURSEMENTS FOR THE MONTH OF NOVEMBER, 2024.

SUBSCRIBED AND SWORN TO BEFORE ME THIS 1<sup>ST</sup> DAY OF DECEMBER 2024.

  
NOTARY



**YEAR END REPORT  
WASHINGTON COUNTY CLERK & RECORDER FINANCIAL STATUS FROM  
12/01/2023 THRU 11/30/2024**

**Beginning Balance Tax Redemption not disbursed \$2,087.34**

**DISBURSEMENTS:**

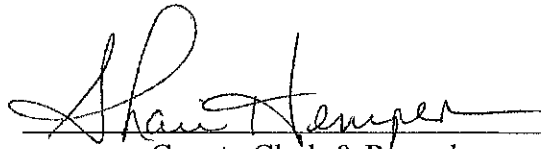
Tax Redemptions Principal	\$208,607.80
Interest Collected & Paid Out	17,534.35
Tax Notice Joseph Meyer	173.00
Larado	15,876.95
Miscellaneous	915.80
IL Dept. of Revenue (Stamps)	77,302.50
Stipends, Social Security, Medicare, IMRF/SLEP	1,579.50

**PAID TO WASHINGTON CO TREASURER:**

(Recorder Automation Fund)	\$ 17,449.00
(G.I.S. Automation Fund – Assessor)	43,540.00
(G.I.S. Recorder Fund – Clerk)	2,177.00
(Fee's Collected)	162,851.71
(Document Storage Fees – Recorder)	6,531.00
IL Dept of Public Health - (Death Certificate Surcharge)	336.00
RHSP Surcharge, IL Dept of Revenue	38,628.00
IL Domestic Violence Fee – Surcharge	325.00

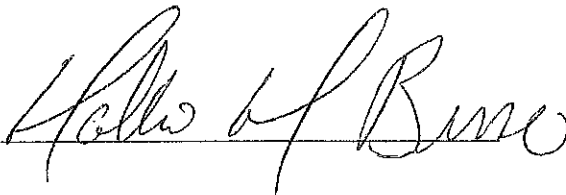
**TOTAL DISBURSEMENTS: \$593,827.61**

Remaining balance \$2,087.34 – Tax Redemption not distributed

  
\_\_\_\_\_  
County Clerk & Recorder

Subscribed and sworn to before me this 1<sup>st</sup> day of December 2024.

Notary Public

  
\_\_\_\_\_  
Notary Public



ORDINANCE NO. 2024 - 27

AN ORDINANCE AMENDING THE WASHINGTON COUNTY  
RECORDING FEE SCHEDULE

WHEREAS, Washington County has by Ordinance previously established a Washington County Recorder Fee Schedule, which appears in the Washington County Code as Section 36-9-10; and

WHEREAS, Washington County has by Ordinance previously amended the Washington County Recorder Fee Schedule, (Ordinance No. 2023-9) to increase the RHSP Fee by Illinois Public Act 102-1135 effective July 1, 2023, and adopting a predictable fee schedule; and

WHEREAS, pursuant to Public Act 13-0884 if a county has previously adopted an ordinance adopting a predictable fee schedule, the county must adopt a resolution revising that predictable fee schedule to be consistent with 55 ILCS 5/3-5018.2; and

WHEREAS, Washington County has accordingly determined that revisions are necessary, and that said revisions will only affect document class and will not affect fee amounts; and

WHEREAS, the amended predictable fee schedule is attached as Exhibit A and was prepared by the County Recorder pursuant to the new law.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Washington County Board that the Recorder Fee Schedule contained in Washington County Code Section 36-9-10 is hereby amended and replace with the attached Exhibit A.

This Ordinance enacted by the Washington County Board on the 10 day of December, 2024, by a vote of 13 Ayes and 0 Nays and shall become effective as of January 1, 2025.

David A. Meyer  
David Meyer, Chairman  
Washington County Board

ATTEST:

Shari Hempen  
Shari Hempen,  
Washington County Clerk



## EXHIBIT A

### Fee Schedule – Effective January 1, 2025

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Fee breakdown is as follows Standard Recording Fee \$28.00, County Clerk Automation Fee \$8.00, Document Storage Fee \$3.00, Geographical Information System Charge (GIS) \$21.00 and Rental Housing Support Program \$18.00

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STANDARD DOCUMENT 8 ½" x 11" \$78.00

3" x 5" blank space in the upper right-hand corner of the first page

This is for standard real estate recording or a document that

Includes property – 5 or less of associated document numbers legal descriptions and PIN numbers (Deeds, Mortgages, Releases, Extensions, Modifications, Subordinates, Affidavits, Liens, Covenants & Restrictions, Assignments, Miscellaneous)

EXEMPT STANDARD DOCUMENT \$60.00

Exempt from Rental Housing Support Program Surcharge

Utility & Right of Way Easements, State & Federal Liens and releases, governmental entities.

NON-STANDARD DOCUMENT \$90.00

Any document failing to meet the requirements for a Standard Document

More than 5 associated document numbers, legal descriptions and PIN numbers

Page size larger than 8 1/2 "x 11"

(Deeds, Mortgages, Releases, Extensions, Modifications, Subordinates, Affidavits, Liens, Covenants & Restrictions, Assignments, Miscellaneous)

Monument Records	\$78.00
Ordinances of Public Bodies or Governmental Bodies	\$60.00
Plat/Subdivision	\$100.00
DD214 (Military Discharge)	No Cost
State and Federal Liens & Releases	See Recorder

RESOLUTION



2024-71

WHEREAS, The County of Washington, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Washington, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

S25 T1N R1W LOT 1 BLK 4 & N 1/2 ALLEY LYG. S & ADJ. & W 1/2 VAC ROY ST LYG E & ADJ. BREUER'S ADD.

PERMANENT PARCEL NUMBER: 07-04-25-201-018

As described in certificate(s): 2020-00033 sold on January 14, 2022

Commonly known as: W. IRVINGTON ST. (WILKIN RD.)

and it appearing to the that it is in the best interest of the County to dispose of its interest in said property, by a reconveyance, to the owner of a former interest in said property.

WHEREAS, Denise Rigney, has paid \$1,050.24 for the full amount of taxes involved and a request for reconveyance has been presented to the and at the same time it having been determined that the County shall receive \$564.83 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$60.00 for cancellation of Certificate(s) and Clerk Notice Fee, and the Recorder of Deeds shall receive \$78.00 for recording. The remainder is the amount due the Agent under his contract for services.

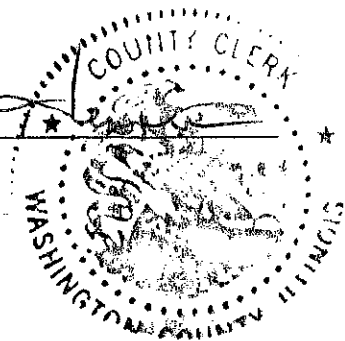
WHEREAS, your recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF WASHINGTON COUNTY, ILLINOIS, that the Chairman of the Board of Washington County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest on the above described real estate for the sum of \$564.83 to be paid to the Treasurer of Washington County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED this 10<sup>th</sup> day of December, 2024

ATTEST:

*[Signature]*  
CLERK



*[Signature]*  
COUNTY BOARD CHAIRMAN

RECONVEYANCE



WASHINGTON COUNTY SHERIFF'S OFFICE



ROSS SCHULTZE
SHERIFF

I, ROSS SCHULTZE, SHERIFF OF WASHINGTON COUNTY STATES THAT THE FOLLOWING IS A TRUE AND COMPLETE EARNINGS OF THE SHERIFF'S OFFICE FOR THE MONTH OF NOVEMBER 2024.

FEES EARNED \$ 158.00
FEES COLLECTED AND PAID \$ 1454.74
TO THE COUNTY TREASURER
DIETING PRISONERS \$ 242.74
PATROL MILEAGE \$ 5502.80
DOMESTICS/BATTERY/ASSAULT Total: 18
MOTOR VEHICLE ACCIDENTS Total: 9
TRAFFIC STOPS Total: 168
COUNTY INMATES..... 3
FEDERAL INMATES..... 0 WAITING ON JAIL RENOVATIONS
CRIMINAL ARRESTS ..... 11
TRAFFIC ARRESTS..... 39
TRAFFIC WARNINGS..... 77

Ross Schultze
SHERIFF ROSS SCHULTZE

I, Ross Schultze ATTEST THAT THE ABOVE SIGNATURE IS THAT OF ROSS SCHULTZE, SHERIFF OF WASHINGTON COUNTY AND WAS SIGNED IN MY PRESENCE THIS 10th DAY OF December

Anthony Ratomon
NOTARY



# Informational

## County Board Meeting

### Sheriff's Report

December 10, 2024

- Brittany Moeser reward for her whereabouts or recovery is now \$5000.00
- Had two vehicle pursuits
- Stephen Lemons was promoted to Sergeant on November 4<sup>th</sup>
- Court Security Officer Levi Foreman is now a certified Court Security Officer
- Chief Deputy Carroll attended National Internal Affairs Training and now is certified
- The Washington County FOP Lodge 274 is accepting donations for "Shop With A Cop". Checks can be made out to "FOP Lodge 204" and mailed to PO Box 49 Nashville
- Det. Cpl. Roxzen Styringer attended and completed investigative interviewing and advanced interrogation techniques training
- Several of our deputies, Levi Foreman, and local departments attended Active Shooter training at West Washington County 10
- Want to thank Salina Jett for her donation to our K9's
- Deputy Jerry Frey graduated from the police academy
- Corrections Officer Noah Grimes graduated from the corrections academy



# Washington County Emergency Ambulance and Rescue Service

160 N West Court Nashville, IL

Phone: (618) 327-3075

Fax: (618) 327-7281

## Monthly Report

### Receipts/Billing

November Service Fees \$ 87,896.06 -- **5yr Average** = \$ 95,959.22

November Income from Fees \$ 105,511.40 -- **5yr Average** = \$ 67,259.95

### Total Expenses

November Bills	\$ 44,839.86
November Salaries	\$ 75,924.52

<b>Total Calls for FY 2024</b>		<b>5yr Average</b>
December 2023:	196 -	149
January 2024:	172 -	148
February 2024:	193 -	139
March 2024:	183 -	150
April 2024:	185 -	153
May 2024:	185 -	153
June 2024:	192 -	158
July 2024:	176 -	162
August 2024:	193 -	168
September 2024:	152 -	149
October 2024:	145 -	163
November 2024:	131 -	148

**2024 Totals:** 2099

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12 MONTH DATE OF SERVICE ANALYSIS

Primary Payer Mix  
6-12 Month Mature Average

Primary Payer	% of Trips
Medicare	45%
Medicare Advantage	20%
Insurance	13%
Medicaid	13%
Medicaid MCO	0%
Patient	6%
Facility	1%
Other Govt. Payers	1%
TPL	2%

Net Collection Percentages  
6-12 Month Mature Average

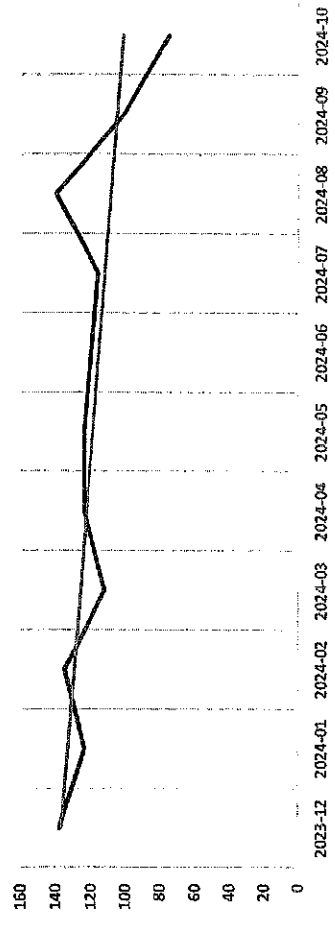
Primary Payer	Coll %
Medicare	98%
Medicare Advantage	89%
Insurance	76%
Medicaid	92%
Medicaid MCO	0%
Patient	7%
Facility	33%
Other Govt. Payers	78%
TPL	75%

Cash Per Trip  
6-12 Month Mature Average

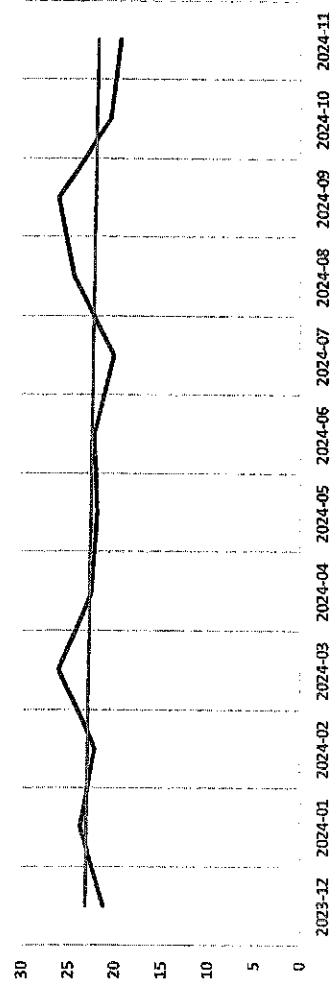
Primary Payer	CPT
Medicare	\$ 680.29
Medicare Advantage	\$ 678.74
Insurance	\$ 1,024.16
Medicaid	\$ 498.05
Medicaid MCO	\$ -
Patient	\$ 89.89
Facility	\$ 210.37
Other Govt. Payers	\$ 1,069.75
TPL	\$ 882.15

DOJ	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2023-12	138	160,688.00	46,254.94	112,433.06	399.52	94,884.37	15,133.65	1,394.00	3,409.52	1,164.41	814.73	677.47	83.2%
2024-01	124	149,279.00	48,687.21	100,591.79	48.40	77,973.25	13,993.47	-	8,876.67	1,203.86	811.22	628.82	77.5%
2024-02	135	159,617.04	49,654.34	109,962.70	117.99	90,514.75	13,700.23	10.00	5,639.73	1,182.35	814.54	670.41	82.3%
2024-03	112	141,625.00	43,535.07	98,089.93	257.07	79,042.49	18,476.40	179.77	493.74	1,264.51	875.80	704.13	80.4%
2024-04	124	148,123.00	46,259.90	101,863.10	321.83	87,064.43	12,574.42	4,799.00	6,701.42	1,194.54	821.48	663.43	80.8%
2024-05	124	144,968.00	48,280.99	96,687.01	11.36	83,705.66	7,424.27	586.79	6,132.51	1,169.10	779.73	670.31	86.0%
2024-06	116	139,835.00	35,554.37	104,280.63	-	66,777.15	13,877.94	-	23,631.54	1,165.29	869.01	556.43	64.0%
2024-07	120	130,801.00	20,526.05	110,274.95	-	42,760.15	11,641.71	-	55,873.09	1,127.59	950.65	368.62	38.8%
2024-08	140	169,506.00	33,677.00	135,829.00	-	65,367.31	2,073.00	-	68,388.69	1,210.76	970.21	466.91	48.1%
2024-09	101	125,302.36	28,282.51	97,019.85	-	42,141.03	1,013.00	-	53,866.82	1,240.62	960.69	417.24	43.4%
2024-10	75	87,823.00	13,385.86	74,437.14	-	22,372.58	-	-	52,064.56	1,170.97	992.50	298.30	30.1%
2024-11	75	84,236.00	712.09	83,523.91	-	1,336.08	-	-	82,187.83	1,123.15	1,113.65	17.81	1.6%
<b>Totals</b>	<b>1,384</b>	<b>1,641,803.40</b>	<b>416,810.33</b>	<b>1,224,993.07</b>	<b>1,156.17</b>	<b>753,933.25</b>	<b>109,608.09</b>	<b>6,959.56</b>	<b>387,265.12</b>	<b>1,186.27</b>	<b>885.11</b>	<b>539.71</b>	<b>61.0%</b>

Trip Count Trend - Excluding Current Month



Average Loaded Miles



Account Number	Description	Beg Balance	Receipts	Disbursements	End Balance
	GENERAL FUND CHECKING	2,444,627.24	344,873.52	878,860.97	1,910,639.79
	TOTAL FUNDS:GENERAL FUND	2,444,627.24	344,873.52	878,860.97	1,910,639.79
	GENERAL FUND INVESTMENTS	105,020.77	855.54	0.00	105,876.31
	VETERANS ASSISTANCE BALANCE	21,891.23	0.00	0.00	21,891.23
	DRUG ENF TASK FORCE BALANCE	401.43	0.00	0.00	401.43
	HEALTH DEPARTMENT BALANCE	563,255.06	44,827.48	33,498.46	574,584.08
	WASH CO. EMERG SERVICE BALAN	870,516.71	217,114.23	166,890.64	920,740.30
	IMRF & SOCIAL SECURITY BALAN	3,091,794.56	144,640.43	237,741.73	2,998,693.26
	RECORDER'S AUTOMATION BALAN	22,718.99	2,692.86	0.00	25,411.85
	COUNTY COURT FUND BALANCE	195,494.34	2,940.73	17,866.50	180,568.57
	AUTOMATION BALANCE	149,386.90	3,064.50	0.00	152,451.40
	LAW LIBRARY BALANCE	9,162.77	668.34	0.00	9,831.11
	CHILD SUPPORT BALANCE	143,625.66	279.22	0.00	143,904.88
	PROBATION BALANCE	238,768.87	4,960.48	0.00	243,729.35
	L. DUECKER BALANCE	1,913.81	0.00	0.00	1,913.81
	DUI EQUIPMENT BALANCE	15,852.37	822.64	0.00	16,675.01
	EMIMENT DOMAIN BALANCE	0.00	0.00	0.00	0.00
	SHERIFF'S DRUG BALANCE	92,402.37	823.93	179.85	93,046.45
	TAX SALE AUTOMATION BALANCE	37,974.97	22.21	0.00	37,997.18
	INDEMNITY BALANCE	99,579.37	58.26	0.00	99,637.63
	UNKNOWN HEIRS BALANCE	0.00	0.00	0.00	0.00
	COUNTY HIGHWAY BALANCE	1,440,933.67	768,180.54	247,820.00	1,961,294.21
	COUNTY BRIDGE BALANCE	1,238,604.01	2,221.96	0.00	1,240,825.97
	MATCHING FUNDS BALANCE	1,453,369.27	2,221.96	0.00	1,455,591.23
	COUNTY MOTOR FUEL TAX BALANCE	2,630,945.51	265,802.62	518,752.53	2,377,995.60
	ROAD DIST MOTOR FUEL BALANCE	2,987,831.05	128,554.74	170,667.28	2,945,718.51
	TOWNSHIP BRIDGE BALANCE	150,442.53	7.54	0.00	150,450.07
	WASH. COUNTY TORT LIABILITY	1,431,544.34	0.00	0.00	1,431,544.34
	SOLID WASTE PROGRAM	1,035.83	22.00	318.50	739.33
	STATES ATTORNEY DRUG PREVENT	31,250.99	11,308.83	0.00	42,559.82
	SECURITY FEES FUND	32,618.73	4,932.34	0.00	37,551.07
	SALE IN ERROR FUND	129,833.88	108.66	0.00	129,942.54
	DOCUMENT STORAGE FUND	343,839.33	3,390.49	0.00	347,229.82
	RECORDERS SPECIAL FUND	18,870.98	335.00	0.00	19,205.98
	G.I.S. MAPPING FUND	88,138.21	6,704.45	0.00	94,842.66
	CLERK OPERATIONS ADD-ONS	70,938.11	840.43	800.00	70,978.54
	POLICE VEHICLE FUND	3,528.81	288.74	0.00	3,817.55
	WASH CO PET POPULATION	2,414.53	230.00	0.00	2,644.53
	CONTROL FUND				
	PRARIE STATE REVENUE FUND	5,970,630.68	0.00	0.00	5,970,630.68
	DOG AND CAT WELFARE FUND	45,276.51	660.00	304.00	45,632.51
	CORONERS FUND	3,580.91	400.00	0.00	3,980.91
	GENERAL OBLIGATIONS BONDS 2010	0.00	0.00	0.00	0.00
	ELECTRONIC CITATION FUND	9,391.89	167.13	0.00	9,559.02
	DEBT SERVICE FUND	27,518.59	10,576.88	0.00	38,095.47
	STATE'S ATTORNEY AUTOMATION	21,538.70	225.00	0.00	21,763.70
	CO CLERK DOCUMENT STORAGE	34,895.00	1,005.00	0.00	35,900.00

# WASHINGTON COUNTY BUDGETARY STATUS

Fund 001 COUNTY GENERAL FUND  
Department

WASHINGTON COUNTY

Period Ending Date: November 30, 2024

Account Number Account Name	Previous Actual	Original Budget	Adjustments to Budget	Current Total Budget	Month-to-date Actual	Current Year-to-date Actual	Current Budget Balance	Percentage Spent/Received
Fund 001 COUNTY GENERAL FUND								
Fiscal Year 2024								
Department 00								
Revenues								
00-401.00 COUNTY PROPERTY TAXES	2,878,916.88	2,674,001.00	0.00	2,674,001.00	0.00	2,668,203.64	5,797.36	99.78%
00-402.00 COUNTY PROPERTY TAXES PRIOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-402.01 INT ON PROPERTY TAX -PRIOR YRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-403.00 INTEREST ON PROPERTY TAXES	43,348.80	0.00	0.00	0.00	0.00	45,520.92	-45,520.92	100.00%
00-404.00 MOBILE HOME TAX	693.17	0.00	0.00	0.00	0.00	737.09	-737.09	100.00%
00-404.01 INTEREST ON MOBILE HOME TAX	1,284.28	0.00	0.00	0.00	0.00	1,900.58	-1,900.58	100.00%
00-405.00 SALES TAX/USE TAX	1,021,206.86	1,013,000.00	0.00	1,013,000.00	77,261.18	992,425.51	20,574.49	97.97%
00-411.00 STATE INCOME TAX	998,367.91	1,010,000.00	0.00	1,010,000.00	70,131.26	1,064,130.95	-54,130.95	105.36%
00-412.00 REPLACEMENT TAX	618,216.35	487,611.00	0.00	487,611.00	16,251.34	375,889.95	111,721.05	77.09%
00-413.00 CORONER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-413.01 ENERGY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-413.02 HAZARD MITIGATION GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-413.99 GRANT INCOME: COVID RELIEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-414.00 PLAT BOOK SALES	1,058.00	0.00	0.00	0.00	34.00	8,222.08	-8,222.08	100.00%
00-415.00 ASSESSORS SALARY REIMBURSE	30,652.12	31,350.00	0.00	31,350.00	0.00	19,657.42	11,692.58	62.70%
00-415.01 COUNTY BOARD REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-416.00 STATES ATTY REIMBURSEMENTS	132,371.37	122,330.00	0.00	122,330.00	12,050.14	139,211.58	-16,881.58	113.80%
00-416.01 STATES ATTY GRANT ADVOCATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
00-416.02 STATES ATTORNEY DUI PROSECUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

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**NATALIE LYNCH**  
**OFFICE OF THE COUNTY TREASURER**  
WASHINGTON COUNTY  
101 E. ST. LOUIS ST.  
NASHVILLE, ILLINOIS 62263  
PHONE: (618)327-4800 EXT 152  
FAX: (618)327-8749  
OFFICE HOURS: 8:00am - 4:00pm

**A R P A FUND RECAP**

	Income	Disbursements
<b>PREVIOUS FUND BALANCE:</b> (October 31, 2024)	<b>\$626,842.89</b>	
 <b>November 2024 ACTIVITY</b> <b><u>INCOME AND EXPENSES</u></b>		
Johannes Construction Inc.		\$373.008.03
Bradford National bank – Interest	\$ 752.31	
Bradford National bank – Interest	967.55	
 <b>CURRENT FUND BALANCE:</b>	 <b>\$ 256,554.72*</b>	

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**EMPLOYMENT AGREEMENT FOR WASHINGTON COUNTY**  
**PUBLIC COMMUNICATIONS ADMINISTRATOR**

This Agreement is made and entered into by and between Elisha Hamilton (hereinafter referred to as "ADMINISTRATOR") and Washington County, IL (hereinafter referred to as the "COUNTY"). For and in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. **POSITION:** The COUNTY agrees to hire ADMINISTRATOR and ADMINISTRATOR agrees to serve as the Washington County Public Communications Administrator (hereinafter referred to as the "POSITION"). This position is a responsible supervisory and limited administrative work role, in leading an assigned staff or public safety dispatching personnel or in performing public safety dispatching work of comparable responsibility. Duties with this position involve the responsibility for assisting in the assignment and supervision of the personnel engaged in public safety dispatching of specialized nature and participating in such work. The role also includes the design, development and delivery of training material and an onboarding program for personnel. Considerable independent judgment, initiative and understanding must be exercised in interpreting orders, rules, and regulations and in meeting emergency situations.

2. **DUTIES:** The parties agree and understand that the POSITION shall be a full time, salaried, non-union position and that the POSITION's responsibilities shall be any and all duties and requirements necessary to effectuate the responsibilities of the Washington County Communications Department, including but not limited to the following:

**OFFICE MANAGEMENT RESPONSIBILITIES AND DUTIES:**

- Exercise close supervision over the telecommunicators
- Maintain office hours in a forty (40) hour week Monday through Friday
- Quality check information entered into all of the information systems
- Perform all necessary payroll duties and coordinate with the COUNTY payroll office
- Oversee office efficiency and performance
- Submit regular monthly reports to the Washington County Joint Communications Committee to include such information as directed by said Joint Committee
- Attend regular monthly meetings of the Washington County Joint Communications Committee and any special meetings thereof as directed

**PERSONNEL RESPONSIBILITIES:**

- Complete all tasks related to employee scheduling, including create shift schedules; direct, coordinate, and review the work plan for assigned dispatch services and activities; coordinate shift coverage and work

flow; assign work activities and projects; monitor work flow; review and evaluate work products, methods, and procedures; meet with staff to identify and resolve problems.

- Execute all required activities concerning the staffing of the Communications Department; recruit employees, hire part-time personnel; post personnel vacancies; interview potential hires; participate in the selection of dispatch personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures
- Submit recommendations for full-time hires to the Washington County Joint Communications Committee
- Oversee employee relations, ethics, and discipline (up to but not including termination of employment) and reporting same to the Washington County Joint Communications Committee
- Verify the credentials, training, and certifications of all employees of the Communications Department
- Maintain complete employee personnel files
- Develop and maintain a robust training and onboarding program, including procedure and policy review and approval;
- Develop and maintain current the training manual and documentation; maintain and update all employee training documents.
- Write and enforce policies and procedures for the Communications Department in accordance with current laws, statutes, and regulations, whether local, state, or federal and provide copies of same (physically or electronically) to the Washington County Joint Communications Committee

#### GENERAL RESPONSIBILITIES:

- Identify opportunities for improving service delivery methods and procedures and inform the Washington County Joint Communications Committee of same
- Identify resource needs and inform the Washington County Joint Communications Committee of same
- Obtain approval from the Washington County Joint Communications Committee prior to implementation of significant changes to systems, software, processes, procedures, equipment, or service delivery
- Present to the Washington County Joint Communications Committee any proposed or desired changes to equipment, software, or systems that might affect operations of any department of the COUNTY or any emergency services agency operating within Washington County
- Implement changes, alterations, additions, and improvements approved by the Washington County Joint Communications Committee or the Washington County Board



- Serve as dispatch liaison to a variety of organizations including the Washington County Sheriff's Office, Illinois Department of Public Health, Illinois State Police, and other various law enforcement entities
- Serve as dispatch liaison to 9-1-1 Coordinator
- Serve as dispatch liaison to the Washington County ETSB
- Coordinate the organization, staffing via electronic scheduling, and operational activities for the Washington County Dispatch; ensure programs and functions are in compliance with state and federal mandates.
- Participate in the development and implementation of goals, objectives, policies, and priorities for assigned functions and operations; recommend and implement resulting policies and procedures.
- Coordinate dispatch activities with those of other divisions and outside agencies and organizations;
- Provide documents, 9-1-1 tapes, policies, and related items in response to FOIA requests and court/attorney subpoenas; provide required information for criminal and internal affairs investigations; make decisions as to the legality of release of reports to various individuals and agencies; appear in court as required.
- Attend and participate in professional group meetings; maintain awareness of new trends and developments in the fields of public safety telecommunications; incorporate new developments and improvements as appropriate into programs.
- Perform related duties as required.
- Assist Communications Department employees in finding courses to keep certifications valid, including CEU's & renewal courses
- Coordinating with 911 Coordinator concerning EMD and IDPH Compliance for agency and dispatchers, including providing proof to 9-1-1 Coordinator and submitting necessary documentation to appropriate agencies

#### ADDITIONAL RESPONSIBILITIES AND DUTIES:

- Assign 9-1-1 addresses, as required by the 9-1-1 Coordinator
- Perform daily phone record updates
- Maintain knowledge of day-to-day operations of 9-1-1 Coordinator's Office
- Assist 9-1-1 Coordinator with daily office activities
- Be "on-call" if the 9-1-1 system/mapping goes down while the 9-1-1 Coordinator is unavailable
- Assist the 9-1-1 Coordinator in maintaining certifications for all telecommunicators and certification for communications room.
- Assist 9-1-1 Coordinator in maintaining department compliance with new and changing laws, policies, and procedures related to the dispatch functions; inform staff of changes in laws and other agency requirements.

- Assist 9-1-1 Coordinator with participation in a variety of committees; research, collect data, and prepare a variety of statistical and written reports as required; prepare and present staff reports and other correspondence as appropriate and necessary to the Washington County Emergency Telephone System Board (ETSB)
- Report to ETSB at regularly scheduled meetings on issues pertaining to the CAD system, and any other equipment owned, maintained, operated, or managed by the Washington County ETSB
- Attend regularly scheduled ETSB meetings

The parties hereto agree and understand that in addition to the office hours referred to herein, ADMINISTRATOR shall be on-call twenty-four (24) hours per day, seven (7) days per week, except during previously scheduled vacations. Under no circumstances shall ADMINISTRATOR receive additional compensation for duties performed at times outside regular office hours, including but not limited to attendance at Washington County Emergency Telephone System Board meetings, Washington County Board meetings, Washington County Board Committee meetings, Washington County Public Communications Joint Committee meetings, and job-related functions completed in connection with the Communications Department or the 9-1-1 system.

Further, it is specifically understood and acknowledged that many duties are time sensitive and that deadlines must be honored. Any failure to perform duties in a timely manner may, at the option of the COUNTY, be considered just cause or inability to fulfill the duties of the POSITION for the purposes of Paragraph 4 herein.

3. COMPENSATION: The salary for the POSITION shall be \$62,900.00 for the term of employment, which shall be from the 1<sup>st</sup> day of December, 2024, to the 30<sup>th</sup> day of November, 2025, unless otherwise terminated earlier as provided herein, in which case all benefits shall be pro-rated to the final date of employment.

The following days will be paid holidays for ADMINISTRATOR for the term of this Agreement, and ADMINISTRATOR shall receive one (1) regular day's pay for each holiday:

New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve, Christmas Day.

Additionally, ADMINISTRATOR shall receive one (1) personal day per year, credited on December 1<sup>st</sup> of each year of employment in the POSITION. ADMINISTRATOR shall be allowed to carry no more than two (2) personal days (16 hours) forward from year to year (said year beginning on December 1), for a total accumulation of three (3) personal days. As of the date of this Agreement, both parties hereto acknowledge that ADMINISTRATOR has accrued and shall be entitled to keep less than one personal days (specifically 1 hour) and shall be credited with one (1) personal day (8 hours) for the new contract year.

ADMINISTRATOR shall be credited with ten (10) working sick days (8 hours each) on December 1<sup>st</sup> of each year of employment in the POSITION. ADMINISTRATOR shall be allowed to carry no more than two hundred forty (240) unused sick leave days (1,680 hours) forward from year to year (said year beginning on December 1). As of the date of this Agreement, both parties hereto acknowledge that ADMINISTRATOR has accrued and shall be entitled to keep seven (7) days (specifically 56 hours) of sick leave days. Both parties also acknowledge that no payment will be made to ADMINISTRATOR for sick time remaining at the termination of her employment with the COUNTY, but that any unused sick days not in excess of two hundred forty (240) days will be reported to Illinois Municipal Retirement Fund (IMRF) for credit purposes.

ADMINISTRATOR has been employed with the COUNTY in the POSITION for one (1) year, and shall accordingly be credited with forty (40) additional PLAWA leave (PL) hours on December 1, 2024. ADMINISTRATOR shall continue to earn future PL in accordance with the PLAWA policy in effect at the time of reference. The parties hereto acknowledge that, as of the date of this AGREEMENT, ADMINISTRATOR has accrued and shall be entitled to keep twenty-four (24) PL hours. Once earned, ADMINISTRATOR shall be allowed to carry no more than eighty (80) hours forward from year to year (each of said years beginning on December 1). ADMINISTRATOR shall be paid 1/260 of her salary for each allowed unused PL day (8 hours) that remains at the termination of her employment with the COUNTY. ADMINISTRATOR shall not be permitted to use in excess of eighty (80) PL hours in any given thirty (30) calendar day period without prior approval by the COUNTY. The COUNTY is under no duty to approve a request for more than eighty (80) PL hours in any thirty (30) calendar day period as availability and service to the Citizens of Washington County is of utmost priority.

Additionally, ADMINISTRATOR shall be entitled to IMRF benefits consistent with those offered to Washington County employees at the time of reference.

4. TERMINATION: The requirement of a six (6) month probationary period has previously been satisfied. Therefore, ADMINISTRATOR may be terminated at any time by the COUNTY only for just cause, dereliction of duty, or the inability of the ADMINISTRATOR to fulfill the duties of the POSITION. The COUNTY in its sole discretion may elect to not renew the contract at its expiration for any cause or for no cause.

ADMINISTRATOR may, at ADMINISTRATOR's option, voluntarily terminate her employment with the BOARD at any time upon reasonable notice given to the COUNTY. However, under no circumstance shall ADMINISTRATOR give less than forty-five (45) days' notice to said COUNTY.

In the event of termination of this Agreement prior to its expiration, all benefits to be paid to ADMINISTRATOR shall be pro-rated to the last date of her Employment in the Position, except that all days credited to ADMINISTRATOR prior to termination of this Agreement shall be credited in full. Notwithstanding the foregoing, under no circumstance

shall the COUNTY pay ADMINISTRATOR for more than three (3) personal days (24 hours), or eighty (80) PL hours.

5. ADDITIONAL PERMITTED WORK: ADMINISTRATOR may from time to time fill in as a telecommunicator for Washington County as circumstances require. For any hours worked as a telecommunicator outside the forty (40) weekly office hours referred to above, ADMINISTRATOR shall receive a straight hourly compensation of \$31.10 per hour during the term of this Agreement, which amount shall increase in correspondence with the IBEW contract in effect at the time of reference.

6. REPORTS TO COMMITTEE: ADMINISTRATOR shall report all PL days, sick days, and personal days used by her to the Washington County Public Communications Joint Committee before each regularly scheduled committee meeting in the form of a spreadsheet. Failure or refusal to accurately report may result in the loss of PL, sick, or personal time.

7. CERTIFICATIONS: While employed in the Position, ADMINISTRATOR shall maintain a valid Illinois Driver's License, and shall maintain all certifications and licenses required by state or federal law or regulation, including but not limited to the following:

- EMD
- EMD-Q
- CPR – Healthcare provider through either American Heart Association or Red Cross
- NIMS – 100, 200, 700, 800
- MABAS dispatch training
- CTO certification

The COUNTY agrees to reimburse ADMINISTRATOR for any reasonable expenses related to the completion of continuing education and training required to maintain any required license or certification, provided that ADMINISTRATOR had received prior approval for any such commitments from the COUNTY or the Washington County Public Communications Joint Committee prior to expending any funds for which she expects reimbursement.

In addition to any required licenses or certifications, the COUNTY agrees to reimburse ADMINISTRATOR for any reasonable expenses related to the completion of optional training and certifications that would benefit the COUNTY, or the Washington County Emergency Telephone System, provided that ADMINISTRATOR had received prior approval for any such commitments from the COUNTY or the Washington County Public Communications Joint Committee prior to expending any funds for which she expects reimbursement.

The COUNTY also agrees to reimburse ADMINISTRATOR for reasonable expenses related to ADMINISTRATOR's participation in meetings of local 9-1-1 Coordinators and INENA conferences, Regional INENA meetings, provided that

ADMINISTRATOR had received prior approval for such commitments from the COUNTY or the Washington County Public Communications Joint Committee prior to expending any funds for which she expects reimbursement.

Any reimbursement requested, whether under this Paragraph 7 or Paragraph 10 herein, shall be submitted in accordance with procedures set forth by the COUNTY.

8. MOBILE TELEPHONE: The Washington County ETSB shall provide to ADMINISTRATOR the sum of thirty dollars (\$30.00) per month as reimbursement for mobile telephone service charges.

9. RESIDENCY: It is hereby specifically acknowledged that ADMINISTRATOR is not a resident of Washington County at the time of entering into this Agreement.

10. MILEAGE: ADMINISTRATOR shall be reimbursed for actual mileage traveled in the execution of the duties of the POSITION, except that mileage shall not be paid for travel from ADMINISTRATOR's residence to the Washington County Courthouse, Judicial Building, Communications Department, or any other County Building. Reimbursement shall be made at the current rate approved by Washington County for Washington County Employees.

11. COMPLIANCE: ADMINISTRATOR agrees to abide by all policies (as amended from time to time) enacted by Washington County, whether enacted pursuant to Federal, State or Local law, Resolution or Ordinance. Examples of such policies would be the county employee handbook, safety policies, gift ban policy, and prohibitions against drug, tobacco, and alcohol use.

Dated this 10<sup>th</sup> day of December, 2024.

Washington County

By:

David A. Meyer

David Meyer, Chairman  
Washington County Board

Attest: Shari Hemper

Elisha Hamilton

Elisha Hamilton

# COUNTY OF WASHINGTON

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ORDINANCE NO. 2024-28

AN ORDINANCE ADOPTING  
A REVISED CODE OF ORDINANCES  
FOR THE  
COUNTY OF WASHINGTON

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ADOPTED BY THE  
COUNTY BOARD  
OF  
WASHINGTON COUNTY

THIS 10<sup>TH</sup> DAY OF DECEMBER, 2024

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Published in book form by authority of the County Board of Washington  
County, Illinois this 10<sup>th</sup> day of December, 2024.


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**COUNTY CLERK'S CERTIFICATE**

STATE OF ILLINOIS )  
 ) ss. COUNTY CLERK'S OFFICE  
COUNTY OF WASHINGTON )

I, Shari Hempen, County Clerk of the County of Washington, Illinois, do hereby certify that the following Code of the County of Washington, Illinois, published by authority of the County Board was duly passed by the County Board of the County of Washington, Illinois, approved by the Chairman, and published in book form according to law on this date, and that these ordinances are true and perfect copies of the ordinances, as passed, approved, and now of record and on file in my office as provided by law.

In witness whereof, I have set my hand and affixed the Corporate Seal of the County of Washington, Illinois, this 10<sup>th</sup> day of December, 2024.

  
\_\_\_\_\_  
SHARI HEMPEN  
COUNTY CLERK  
WASHINGTON COUNTY, ILLINOIS



2025

WASHINGTON COUNTY BOARD MEETINGS

JANUARY 14, 2025 7:00 PM

FEBRUARY 11, 2025 7:00 PM

MARCH 11, 2025 7:00 PM

APRIL 8, 2025 7:00 PM

MAY 13, 2025 7:00 PM

JUNE 10, 2025 7:00 PM

JULY 8, 2025 7:00 PM

AUGUST 12, 2025 7:00 PM

SEPTEMBER 9, 2025 7:00 PM

OCTOBER 14, 2025 7:00 PM

NOVEMBER 12, 2025 7:00 PM

(Wednesday, due to the Veteran's Day Holiday)

DECEMBER 9, 2025 3:00 PM



2025

WASHINGTON COUNTY COURTHOUSE HOLIDAYS

WEDNESDAY, JANUARY 1, 2025 - NEW YEAR'S DAY HOLIDAY

MONDAY, JANUARY 20<sup>th</sup>- MARTIN LUTHER KING JR.'S BIRTHDAY

MONDAY, FEBRUARY 17<sup>TH</sup> - PRESIDENT'S DAY

FRIDAY, APRIL 18<sup>TH</sup> - GOOD FRIDAY

MONDAY, MAY 26<sup>th</sup> - MEMORIAL DAY

FRIDAY, JULY 4<sup>th</sup> - INDEPENDENCE DAY

MONDAY, SEPTEMBER 1<sup>ST</sup>- LABOR DAY

MONDAY, OCTOBER 13<sup>th</sup> - COLUMBUS DAY

TUESDAY, NOVEMBER 11<sup>th</sup> - VETERAN'S DAY HOLIDAY

THURSDAY & FRIDAY, NOVEMBER 27<sup>TH</sup> & 28<sup>th</sup> - THANKSGIVING

WEDNESDAY, DECEMBER 24<sup>TH</sup> & THURSDAY, DECEMBER 25<sup>TH</sup>  
CHRISTMAS EVE & CHRISTMAS DAY HOLIDAY

\*\*\*CIRCUIT CLERK'S OFFICE ONLY\*\*\*

WILL ALSO BE CLOSED ON

WEDNESDAY, FEBRUARY 12<sup>TH</sup> - LINCOLN'S BIRTHDAY

THURSDAY, JUNE 19<sup>TH</sup> - JUNTEENTH HOLIDAY

# COUNTY BOARD COMMITTEES 2024 - 2026

## FINANCE, CLAIMS & ECONOMIC DEVELOPMENT

1. Eric Brammeier
2. Alan Hohlt
3. Larry Unverfehrt
4. Doug Bening
5. Rodney Small

## COUNTY BUILDINGS

1. Eric Brammeier
2. David Ibendahl
3. Alan Hohlt
4. Eric Malick
- 5.

## ANIMAL CONTROL

1. Dan Bronke
2. Dennis Shemonic
3. David Ibendahl
4. Daniel Luna-Fuller

## LEGISLATIVE

1. Eric Brammeier
2. Doug Bening
3. Dennis Shemonic

## PERSONNEL APPOINTMENT & POLICY

1. David Ibendahl
2. Larry Unverfehrt
3. David Karg

## WCH BOARD

1. Brian Klingenberg
2. Rodney Small

## DISPATCH / 911

1. Rodney Small
2. Dennis Shemonic
3. Doug Bening
4. Ryan Weidwilt
5. John Felchlia

## CEMETERY

1. Paul Todd
2. Dan Bronke
3. Dennis Shemonic

## PLAN COMMISSION & SOLID WASTE

1. Dennis Shemonic
2. David Karg
3. Eric Brammeier
4. Daniel Luna-Fuller
5. Eric Malick

## EDUCATION

1. Larry Unverfehrt
2. Rodney Small
3. Dan Bronke

## 911 BOARD

1. Doug Bening

## BCMWB BOARD

1. Eric Brammeier

## MENTAL HEALTH BOARD

1. Rodney Small

## CLAIMS AGAINST COUNTY

1. David Ibendahl
2. Brian Klingenberg
3. David Karg
- 4.

## INSURANCE

1. Alan Hohlt
2. Dennis Shemonic
3. Dan Bronke
4. Paul Todd
5. Brian Klingenberg

## AMBULANCE

1. Paul Todd
2. Rodney Small
3. David Karg
4. Brian Klingenberg
5. Daniel Luna-Fuller

## ENVIRONMENTAL, ESDA & ZONING

1. David Karg
2. Dan Bronke
3. Paul Todd
4. Eric Malick

## COUNTY HEALTH DEPT BOARD

1. David Meyer
2. David Ibendahl
3. Paul Todd
4. Dennis Shemonic

## ROAD & BRIDGE

1. Doug Bening
2. Eric Brammeier
3. Larry Unverfehrt
4. David Ibendahl
5. Eric Malick

## SHERIFF / COMMUNICATIONS

1. Larry Unverfehrt
2. Doug Bening
3. Rodney Small
4. Dennis Shemonic
- 5.

## S. CENTRAL IL GROWTH ALLIANCE

1. Rodney Small
2. Dan Bronke
3. Daniel Luna-Fuller

## NASHVILLE / WASH CO. ENTERPRISE BOARD

1. Brian Klingenberg

## CENTRALIA ENTERPRISE ZONE

1. Larry Unverfehrt

## INVESTMENT WORK BOARD

1. Larry Unverfehrt
2. Eric Brammeier

## FOIA OFFICERS

1. Paul Todd
2. Dan Bronke

- First name listed shall serve as Chairperson of committee.
- All business should be presented to the proper committee for study.
- The committee chairperson will make monthly committee reports and recommendations to the full board at the monthly County Board meeting.
- The chairperson will appoint a recorder to keep committee minutes.