

CASS COUNTY BOARD MEETING

April 13, 2020

The Cass County Board met via teleconference call, on Monday, April 13, 2020 at the hour of 7:00 P.M.

Present: Michael Barnett
Chairman

Attest: Shelly Wessel
Cass County Clerk

The meeting was called to order by Chairman Barnett, who directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Barnett	Present	Hance	Present	Noe	Present
Hagloch	Present	Starkey	Present	Schaefer	Present
Douglass	Present	Merriman	Present	Massie	Absent
Wessel	Present	Brannan	Present		

As a result of the roll call the Clerk states that all board members are present except for Massie.

Chairman Barnett declares there is a quorum.

Chairman Barnett now leads the board in the Pledge of Allegiance.

Chairman Barnett introduces Teresa Armstrong, Administrator, at the Cass County Health Department.

Armstrong gives the board members an update on the Coronavirus Covid-19 Pandemic. Armstrong states that Cass County currently has no confirmed cases. Testing is restricted to health care workers and first responders. Armstrong states that daily calls are being held with Police, Fire, ESDA, EMS, JBS & Taylor Clinic.

The Cass County Health Department received a shipment of PPE on Friday April 10, 2020, so they are well stocked at this time. Armstrong announces that the Cass County Health Department is offering assistance for food and rent. The information for assistance is on the Cass County Health Department website.

Starkey asks what JBS is doing to protect their employees during this time.

Chairman Barnett states that he, Roger Lauder and Tim Icenogle met with JBS's Plant Manager, JT Hopkins, on Monday, April 13, 2020. Currently JBS is checking all employee's temperature as they arrive for work, and every employee is wearing a mask or face shield.

The JBS plant is being sanitized more, employees can go outside for lunch and plexiglass shields are being installed on the production floor. Chairman Barnett encouraged JBS to call Roger Lauder if any equipment is needed to help them thru this time of need.

Armstrong next presents the Cass County Food Ordinance that is on the agenda for approval. This ordinance follows the state's guidelines and includes the procedures for filing a grievance when a food inspector gives his/her report to the business owners.

Chairman Barnett next presents the minutes of the Regular Meeting held on March 9, 2020, the Special Meetings held on March 23, 2020 and the Special Meeting held on April 6, 2020, to the board for approval. Merriman makes a motion to approve all sets of minutes and Noe seconds the motion. The vote is by acclamation and declared carried.

Under correspondence, Clerk Wessel reads a Thank You card from the Catherine Cox family thanking the board for their thoughtfulness by sending a planter.

Clerk Wessel states that the Statement of Economic Interest forms have been sent out to the board members. Clerk Wessel asks the board members to complete the form and return it to her office before the May 1, 2020 deadline.

Clerk Wessel announces that the Cass County Citizen Scholarship Applications are available and the deadline to submit the application is April, 28, 2020.

Clerk Wessel will check with Jeff Stephens to ask how the students are being notified about the scholarship and if the deadline to submit the application can be extended due to the current circumstances.

Chairman Barnett next calls for reports from the standing committees.

Noe, Chairman of the Courthouse and Jail Committee, reports the committee met on April 9, 2020, and approved all bills as presented.

Hagloch, Chairman of the Road & Bridge Committee, reports the committee met on April 6, 2020 and approved all bills.

Merriman, Chairman of the Public Safety Committee, reports that the committee met via telephone conference on March 23, 2020. Merriman reports that they are receiving weekly reports from Teresa Armstrong and Roger Lauder.

Merriman, Chairman of the Animal Control Commission, stated that they met on March 26, 2020. Merriman states that the March and April report will be combined and presented to the Commission at the April meeting.

Barnett, reporting for the Liquor Control Committee, states that he is planning to extend the Cass County Liquor License for Stop Light Liquors to correspond with the State of Illinois' revised due date.

Merriman, Chairman of the Supervisor of Assessments Committee, reports the committee will meet on April 20, 2020 at 6:00pm via teleconference call.

Chairman Barnett states that the Board of Review and the JBS Attorney will be meeting on Tuesday April 14, 2020 in hopes of getting the property tax appeal resolved.

Hance, reporting for Economic Development, reports that The Downstate Small Business Stabilization Program Grant applications are available.

Board members Wessel and Douglass are reaching out to the Chandlerville and Ashland businesses.

Hance is working with Dustin Fritsche, Economic Development Director, to get the applications out to businesses located in Beardstown.

Barnett states that time is going to play an important role in who receives funding.

There is \$20,000,000 available for 95 counties. The maximum request amount per business is \$25,000; therefore, only 800 businesses could receive funding is they all request the maximum amount.

Kim Hance next reports on the Census. Hance states that Todd Volker is using Facebook and that the Cass County Health Department is using their website to put information out in regards to the census.

Chairman Barnett states that as of April 8, 2020 Cass County was only at 47%. We need to get those numbers up.

Schaefer, Liason of the Mental Health Board, report that the mental health facility is having a hard time meeting with clients due to the pandemic. The employees will meet in person with clients for emergency situations.

There are no reports from the following committees:

Housing

Health Department

Insurance & Bonds

Finance and Judiciary

Legislative

Cass Rural Water

E-9-1-1

Policies and Procedures

MCS

Arenzville Rural Water

Cooperative Extension

OEDC Tourism

TIF

The Chairman now moves on to New Business:

The Clerk presents the Appointments to the Cass County Health Board, Beardstown Sanitary District and Jobs Creek Drainage and Levee District. A motion to approve the appointments is made by Douglass and seconded by Brannan. The vote is by acclamation and declared carried.

(See Attached Appointments)

STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT
COUNTY OF CASS

IN THE MATTER OF THE JOBS CREEK)
DRAINAGE DISTRICT IN THE COUNTY) 70-MC-5
OF CASS AND STATE OF ILLINOIS)

PETITION FOR APPOINTMENT OF COMMISSIONER

We, the undersigned, being a majority of the adult landowners owning a majority of the area embraced in the JOBS CREEK DRAINAGE DISTRICT in the County of Cass and State of Illinois, respectfully represent to the Court as follows:

1. That the name of said drainage district is the JOBS CREEK DRAINAGE DISTRICT.
2. That said Mutual Drainage District was organized pursuant to proceedings in the Court conducted in the year 1899, and pursuant to an order of Court entered July 25, 1899, and assessments made thereafter pursuant to an assessment roll approved by this Court on September 14, 1899.
3. That an Order was entered the 22nd day of April, 1980, providing for the appointment of Commissioners of the JOBS CREEK DRAINAGE DISTRICT as provided in the Illinois Drainage Code.
4. That the undersigned are a majority of the landowners owning a majority of the area embraced in the said Mutual Drainage District and request the appointment of JOHN BRIAR as Commissioner of the JOBS CREEK DRAINAGE DISTRICT for a term from the first Tuesday in September, 2019, to the first Tuesday in September, 2022.
5. That we, the undersigned, being a majority of the adult landowners owning a majority of the area embraced in the said district, duly petition the Cass County Board of Cass County Illinois as appointing authority to appoint the said JOHN BRIAR, as Commissioner of said District.

STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT
COUNTY OF CASS

IN THE MATTER OF THE JOBS CREEK)
DRAINAGE DISTRICT IN THE COUNTY)
OF CASS AND STATE OF ILLINOIS)

70-MC-5

ORDER APPOINTING DRAINAGE COMMISSIONER

WHEREAS, a petition has been filed with the Cass County Board of Supervisors purporting to be signed by a majority of the adult landowners owning a majority of the area embraced in said District nominating JOHN BRIAR to be a Commissioner for said District; and

WHEREAS, it appears to this Cass County Board of Supervisors that said Petition is in good form and has in fact been signed by a majority of the adult landowners owning a majority of the area embraced in said District and that no good cause has been shown why said nominee should not be appointed and said nominee is otherwise qualified by law;

NOW THEREFORE, pursuant to the authority vested in this Cass County Board of Supervisors by 70 ILCS 605/4-2 (2014 State Bar Edition), as amended, JOHN BRIAR is hereby appointed a Commissioner of the above named District for a term from the first Tuesday in September, 2019, to the first Tuesday in September, 2022, and that said Commissioner shall file an appropriate bond in the amount of \$5,000.00 and oath of office with the Circuit Clerk of the Eighth Judicial Circuit, Cass County, Illinois.

DATED: this 13th day of April, 2020.

Chairman of the Cass County Board of
Supervisors Cass County, Illinois

ATTEST: 
Clerk


STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT
COUNTY OF CASS

IN THE MATTER OF THE JOBS CREEK)
DRAINAGE DISTRICT IN THE COUNTY) 70-MC-5
OF CASS AND STATE OF ILLINOIS)

ORDER APPOINTING DRAINAGE COMMISSIONER

WHEREAS, a petition has been filed with the Cass County Board of Supervisors purporting to be signed by a majority of the adult landowners owning a majority of the area embraced in said District nominating JOHN BRIAR to be a Commissioner for said District; and WHEREAS, it appears to this Cass County Board of Supervisors that said Petition is in good form and has in fact been signed by a majority of the adult landowners owning a majority of the area embraced in said District and that no good cause has been shown why said nominee should not be appointed and said nominee is otherwise qualified by law;

NOW THEREFORE, pursuant to the authority vested in this Cass County Board of Supervisors by 70 ILCS 605/4-2 (2014 State Bar Edition), as amended, JOHN BRIAR is hereby appointed a Commissioner of the above named District for a term from the first Tuesday in September, 2019, to the first Tuesday in September, 2022, and that said Commissioner shall file an appropriate bond in the amount of \$5,000.00 and oath of office with the Circuit Clerk of the Eighth Judicial Circuit, Cass County, Illinois.

DATED: this 13th day of April, 2020.

Chairman of the Cass County Board of Supervisors Cass County, Illinois

ATTEST: Shelly Messel
Clerk

STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT
COUNTY OF CASS

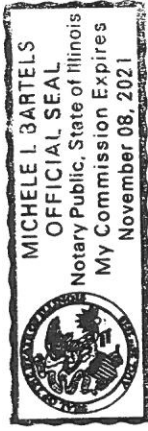
IN THE MATTER OF THE JOBS CREEK)
DRAINAGE DISTRICT IN THE COUNTY) 70-MC-5
OF CASS AND STATE OF ILLINOIS)

BOND OF DRAINAGE COMMISSIONER

KNOW ALL MEN BY THESE PRESENTS, that we, JOHN BRIAR, as principal and BRANT PRIVIA and CHARLES TAYLOR, as sureties, of the County of Cass and State of Illinois; are held and firmly bound to the people of the State of Illinois, for the use of all persons interested in the penal sum of FIVE THOUSAND DOLLARS (\$5,000.00) lawful money of the United States, which payment well and truly to be made we bind ourselves, our heirs, executors or administrators, jointly, severally and firmly by these presents.

The condition of such obligation is such that whereas JOHN BRIAR was on _____, 2020 duly appointed Commissioner of Jobs Creek Drainage District by the Board of Supervisors of Cass County, Illinois. Now if the above named JOHN BRIAR Commissioner as aforesaid does perform all of the duties imposed upon him by law or order of a court and make faithful application of all moneys received by him, as such Commissioner and make due account thereof, whenever required of him by law, or order of court, then this obligation shall be void, otherwise to remain in full force and effect.

WITNESS our hands and seals this 2nd day of January, 2020.



Michele Bartels

John Briar
John Briar, as Principal

Brant Privia, Surety

Charles Taylor
Charles Taylor, Surety

STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT
COUNTY OF CASS

IN THE MATTER OF THE JOBS CREEK)
DRAINAGE DISTRICT IN THE COUNTY) 70-MC-5
OF CASS AND STATE OF ILLINOIS)

BOND OF DRAINAGE COMMISSIONER

KNOW ALL MEN BY THESE PRESENTS, that we, JOHN BRIAR, as principal and BRANT PRIVIA and CHARLES TAYLOR, as sureties, of the County of Cass and State of Illinois; are held and firmly bound to the people of the State of Illinois, for the use of all persons interested in the penal sum of FIVE THOUSAND DOLLARS (\$5,000.00) lawful money of the United States, which payment well and truly to be made we bind ourselves, our heirs, executors or administrators, jointly, severally and firmly by these presents.

The condition of such obligation is such that whereas JOHN BRIAR was on _____, 2020 duly appointed Commissioner of Jobs Creek Drainage District by the Board of Supervisors of Cass County, Illinois. Now if the above named JOHN BRIAR Commissioner as aforesaid does perform all of the duties imposed upon him by law or order of a court and make faithful application of all moneys received by him, as such Commissioner and make due account thereof, whenever required of him by law, or order of court, then this obligation shall be void, otherwise to remain in full force and effect.

WITNESS our hands and seals this 27th day of January, 2020.



Michele L Bartels

John Briar
John Briar, as Principal

Brant Privia
Brant Privia, Surety

Charles Taylor
Charles Taylor, Surety

The Clerk presents the Cass County Food Ordinance to the board for approval. A motion to approve the Food Ordinance is made by Merriman and seconded by Starkey. The vote is by acclamation and declared carried.

(See Attached Ordinance)

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Cass County Food Ordinance

WHEREAS, the Cass County Health Department was established in accordance with Illinois State statute, 55 ILCS 5/5 as amended; and,

WHEREAS, local health departments are subject to the provisions of 77 Illinois Administrative Code, Part 615; and,

WHEREAS, said Administrative Code requires all local health departments to conduct a food sanitation program in accordance with local ordinance that incorporates by reference or includes provisions at least as stringent as the Illinois Department of Public Health Food Sanitation and Retail Food Store Sanitation Codes; and,

WHEREAS, the Cass County Board desires to enact ordinances, in accordance with State Statutes that regulate the activities of its local health department; and,

WHEREAS, it is the desire of the Cass County Board to protect citizens of Cass County from transmitting or contracting foodborne disease;

NOW THEREFORE, BE IT RESOLVED by the Cass County Board that the following ordinance defining, licensing, and regulating food establishments, retail food stores, and temporary food establishments within the county townships serves by the Cass County Health Department, whether or not said establishments are located within the corporate limits of any municipality, be hereby adopted. Said ordinance shall be deemed in full force and effect immediately upon passage.

SECTION I: General Provisions and Operational Protocols

Sect. I .01 Adoption by reference- In addition to those provisions set forth herein, this Ordinance hereby adopts by reference the current edition and subsequent revisions of the following:

- a) "Illinois Department of Public Health Food Service Sanitation Code," 77 Ill. Adm. Code 750
- b) "Illinois Department of Public Health Retail Food Store Sanitation Code," 77 Ill. Adm. Code 760
- c) "Bed and Breakfast Act," 50 ILCS 820/1 et seq
- d) "Grade A Pasteurized Milk and Milk Products Act" 410 ILCS 635/8
- e) "Farmers Market Public Act 098-0660" (410 ILCS 625/3.3)
- f) "Cottage Food Operation Public Act 097-0393" 410 ILCS 625/4 new

Sect. I. 02 Definitions- Words and phrases shall be taken in their plain, or ordinary and usual sense, except where used in a technical sense or where context of the intent of the County Board indicates or requires different meaning.

For the purpose of this Code, the following words and phrases shall have the meanings respectively ascribed to them by this Section:

Category 2 Facility. A facility that presents a medium relative risk of causing foodborne illness based upon few food handling operations typically implicated in foodborne illness outbreaks. The following criteria shall be used to classify Category 2 facilities:

- a) If hot or cold foods are not maintained at that temperature for more than 12 hours and are restricted to same day service;
- b) If preparing foods from raw ingredients uses only minimal assembly; and
- c) Foods served at an establishment that require complex preparation (whether canned, frozen, or fresh prepared) are obtained from approved food processing plants, (Category 1) food service establishments or retail food stores.

Category 3 Facility. A facility presents a low relative risk of causing foodborne illness based upon few or no food handling operations typically implicated in foodborne illness outbreaks. The following criteria shall be used to classify Category 3 facilities;

- a) Only prepackaged foods are available or served in the facility, and any potentially hazardous foods available are commercially pre-packaged in an approved food processing plant;
- b) Only limited preparation of non-potentially hazardous foods and beverages, such as snack foods and carbonated beverages, occurs at the facility; or
- c) Only beverages (alcoholic or non-alcoholic) are served at the facility.

Commercially Prepared Sweet Baked Goods. An individually portioned and wrapped, non-potentially hazardous yeast or cake type bread, bun, croissant or roll with or without filling and/or icing.

Corrosion Resistant. Capable of maintaining original surface characteristics under the prolonged influence of the use environment, including the expected food contact and normal use of cleaning compounds and sanitizing solutions.

County. The County of Cass.

Extensively Remodeled. Whenever an existing structure is converted for use as a retail food establishment; any structural additions or alterations to existing establishments; changes, modifications and extensions of plumbing systems, excluding routine maintenance.

Food. Any raw, cooked or processed edible substance, beverage or ingredient, including ice, used or intended in whole, or part, for human consumption..

Food Handler Certification. A certificate issued to an individual who completes a three hour Food Handler Training Course approved by the Illinois Department of Public Health.

Health Officer. The Administrator of the Cass County Health Department or his or her authorized representative.

Misbranded. The presence of any written, printed, or graphic matter upon or accompanying food or containers of food which is false or misleading.

Mobile Food Unit. A vehicle-mounted food service establishment designed to be readily movable.

Not-for-profit Organization shall mean those organizations recognized as such pursuant to the laws of the State of Illinois. This definition does not include organizations in possession of any annual liquor license (not a special event license) or an Illinois sales tax number for commercial purposes (not tax exempt numbers).

Permit/License Holder. Any person who has been issued a permit/license to operate a food establishment.

Person In Charge (PIC) or Operator. The individual present in a food establishment who is the supervisor of the food establishment at the time.

Potentially Hazardous Food. Any food that consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, edible crustacean or other ingredients including synthetic ingredients, in a form capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms. The term does not include foods which have a pH level of 4.6 or below or a water activity value of 0.85 or less.

Retail Food Store. Any establishment or section of an establishment where food and food products are offered to the consumer and intended for, though not limited to, off-premises consumptions. The term includes delicatessens that offer prepared food in bulk quantities only. The term does not include establishments which handle only prepackaged spirits; roadside markets that offer only fresh fruits and fresh vegetables for sale, food service establishments; or food and beverage vending machines, (77 Ill. Adm Code 750 & 760).

Seasonal Permit. A 6 month permit that covers all fairs, burgoos, festivals or any other special event, lasting no more than 14 consecutive days. A seasonal permit only applies to a temporary food service establishment, and is not acceptable as a year round license.

Temporary Food Service Establishment. Food service establishment that operates at a fixed location for a period of time of not more than fourteen (14) consecutive days in conjunction with a single event or celebration.

Section II: Licensing Requirements

Sect. II. 01 License Required- It shall be unlawful for any person to operate a food establishment, retail food establishment, mobile food service unit, catering establishment, or temporary food establishment, within the county of Cass, who does not possess a valid license issued by the Cass County Health Department. Only a person who complies with the requirements of this Ordinance shall be entitled to receive and retain such a license. Licenses shall not be transferable from one person or place to another person or place. A valid license shall be posted in an area accessible in public view in every food establishment. Licenses to operate a food establishment shall be subject to a fee schedule as set by the Board of Health.

The following establishments shall be exempt from the provisions of this Ordinance:

- a) An establishment which has only non-perishable and/or non-potentially hazardous food and whose principle order of business is not to sell food for human consumption.
- b) Facilities licensed and inspected by the Illinois Department of Corrections.
- c) Facilities licensed by the Illinois Department of Public Health as provided in 210 ILCS 35 the Community Facilities Licensing Act.
- d) Facilities licensed and inspected by the Department of Agriculture.
- e) Facilities licensed by the Illinois Department of Public Health as provided in 210 ILCS 100 the Youth Camp Act.

Sect. II. 02 License Issuance- Any person desiring to operate a food establishment, retail food establishment, mobile food service unit, catering establishment, or temporary food establishment, within the county of Cass, shall make written application for a license on forms provided by the Health Department.

Sect. II. 03 Issuance of Temporary License- It shall be unlawful for any person to operate a temporary food service establishment, or temporary food retail store, within Cass County in the State of Illinois, who does not possess a valid license issued to him/her by the health authority. Any person(s), group, or organization desiring to operate a temporary food service establishment or temporary retail food store shall make written application for a license on forms provided by the Health Department. The Health Officer shall make an inspection of the temporary food service establishment or temporary retail food store to determine compliance with the provisions of this ordinance. When the inspection reveals that the applicable requirements of this ordinance have been met, a temporary license shall be issued to the applicant by the Health Officer. Licenses to operate a Temporary Food Establishment shall be subject to a fee schedule as set by the Board of Health.

Sect. II. 07 License Suspension- Licenses for food service establishments, retail food stores or temporary food establishments may be suspended by the Health Officer upon notice to the license holder of same. Reasons for suspending the license include, but are not limited to, the following:

- a) Failure to comply with the provisions of this Ordinance;
- b) Failure to comply with the provisions of this Ordinance after notification by the Health Officer;
- c) Failure to comply with the provisions of this Ordinance within the time established by the Health Officer;
- d) Interference with the Health Officer in the performance of his duties, including, but not limited to, failure to allow the Health Officer access to the license holders' building or records;
- e) Knowingly furnishing false information on the original or renewal applications.
- f) Repeated violation of the same issue without an attempt at correcting the item.
- g) A condition exists that will result in an imminent health hazard to the public.

Upon making the determination that a suspension is appropriate, the Health Officer shall advise the license holder or the PIC, in writing, of the intended suspension. The notice shall be delivered in person by the Health Officer or sent via certified mail. The Health Officer will issue a written notice citing such conditions, specifying the corrective action to be taken, and specifying the time period within such action shall be taken. The license holder then has the option of correcting the cited violations and requesting a re-inspection of their facility. If upon re-inspection, the Health Officer finds all violations to be corrected, he or she will inform the license holder, in writing, of the corrected citations and forgo all license suspension procedures. If the license holder feels the Health Officer is incorrect in his/her assessment of their facility, they may also choose to make a written request for a hearing with the Cass County Board of Health before imposition of the period of suspension according to the procedures set out in the Hearing Procedure section.

Before resuming operations following a suspension of service imposed by the Health Officer, the facility must successfully pass a re-inspection by the Health Officer to assure the identified imminent health hazards have been eliminated.

Sect. II. 08 License Revocation- Licenses for food service establishments, retail food stores, or temporary food establishments may be revoked by the Cass County Health Department upon notice to the license holder of same. Reasons for revoking the license may include, but are not limited to, the following:

- a) Serious violations of the provisions of this ordinance;
- b) Repeatedly failing to comply with the provisions of this ordinance;
- c) Repeated license suspension due to an imminent health hazard to the public

Sect. II. 13 Embargo and Condemnation- Food may be examined or sampled by the Health Officer to determine freedom from adulteration or misbranding. The Health Officer may condemn or embargo (detain) equipment or food with probable cause to believe that any food or piece of equipment may be unwholesome or unfit for use. Such conditions include but are not limited to:

- a) Food that has been adulterated
- b) Food that has been misbranded
- c) Any potentially hazardous food found to be in the optimal temperature range for the growth of pathogenic foodborne bacteria as defined in the Illinois Food Service Sanitation Code
- d) Where equipment used in the preparation of food products is found to be in a state of disrepair, unsafe, unsanitary, or unsuitable for use in the preparation, display or service of food,
- e) In the event that food is contaminated as a result of fire, food, sewage backup, power outage, or similar events

Condemned or embargoed food, food containers, or equipment may be suitably stored by the license holder unless said storage would pose a risk to the public health. If a risk exists, immediate destruction shall be ordered by the Health Officer, or voluntary destruction may be accomplished by the license holder. If the license holder refuses to destroy the condemned food, food containers, or equipment, same shall be held under embargo until they have been proved satisfactory for human consumption by a certified laboratory at the expense of the license holder.

No person shall remove or alter a condemnation or embargo order, notice, or tag placed on food, food containers or equipment by the Health Officer. Said food, food containers, or equipment shall not be relabeled, replaced, reprocessed, repackaged, altered, disposed of, destroyed, or placed back in service without the permission of the Health Officer, except on order by a court of competent jurisdiction. The license holder may make a written request for a hearing with the Health Officer before imposition of condemnation according to the procedures set out in the Hearing Procedure section.

Sect. II. 14 Employee Health- When the Health Department has reasonable cause to suspect the possibility of disease transmission by an employee of any establishment regulated by this Ordinance, the Health Officer shall investigate the suspected employee and take appropriate actions pursuant to this Ordinance and State Statutes.

Sect. II. 15 Construction and Remodeling- Whenever any establishment regulated by the provisions of this Ordinance is constructed or remodeled, or whenever an existing structure is converted to use as an establishment to be regulated by the Ordinance, plans and specifications for such construction, remodeling, or conversion shall be submitted to the Health Officer for review and approval before construction, remodeling or conversion may begin. At a minimum, any remodeling which requires the establishment owner to obtain a building permit due to the extent or cost of the

Sect. III. 04 Right of Entry- The Health Office, after proper identification, shall have access at any reasonable time to any establishment regulated by the Ordinance. Reasonable time for the purpose of this section shall mean at all times the establishment is open to the public. The Health Officer shall be permitted to examine all areas and records of the establishment, which are reasonably necessary to his or her inspection or investigation. Denial of access as herein provided shall be deemed as interference with the Health Officer in the performance of his or her duties, including but not limited to denial of access to the license holder's building or records.

Sect. III. 05 Hearings before the Health Officer - Any person affected by any order or notice issued by the Health Department in connection with the enforcement of any section of this Ordinance, may file in the office of the Health Department written request for a hearing before the Health Officer. Unless stated elsewhere in this ordinance, the Health Officer shall hold the hearing at a time and place designated by him within fourteen (14) days from the date in which the written request was filed.

The petitioner for the hearing shall be notified of the time and place of hearing not less than five (5) days prior to the date on which the hearing is to be held.

If, as a result of the hearing, the Health Officer finds that strict compliance with the order or notice would cause undue hardship on the petitioner, and that the public health would be adequately protected and substantial justice done by varying or withdrawing the order of notice, the Health Officer may modify or withdraw the order of notice as a condition for such action, may where deemed necessary, make requirements which are additional to those prescribed in this Ordinance for the purpose of properly protecting the public health.

The Health Officer shall render a decision within ten (10) days after the date of the hearing, which shall be reduced to writing and placed on file in the office of the authorized representative as a matter of public record. Any person aggrieved by the decision of the Health Officer may seek relief through a hearing before the Cass County Board of Health.

Sect. III. 06 Hearing Before the Cass County Board of Health - Any person aggrieved by the decision of the Health Officer as a result of a hearing held in accordance with this Section may file in the office of the Health Officer a written request for a hearing at a time and place designated by the president of the Board of Health within thirty (30) days of the date on which the written request was filed. The petitioner for the hearing shall be notified of the time and place of the hearing not less than five (5) days prior to the date on which the hearing is to be held.

If as a result of facts elicited as a result of the hearing, the Board of Health finds that strict compliance with the decision of the Health Officer would cause undue hardship of the petitioner, and that the public health would be adequately protected and substantial justice done by granting a currency from the decision of the Health Officer, the Board of Health may grant a currency and as a condition for such variance, may, where it deems necessary, make requirements which are additional to those prescribed by this Ordinance.

The clerk next presents the Downstate Small Business Stabilization Program Grant applications for Kathy's Kitchen LLC, Cagle's Depot Inc. & 88 Bar & Grill LLC. A motion to accept the applications is made by Hance and seconded by Schaefer. The vote is by acclamation and declared carried. The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Barnett	Yes	Hance	Yes	Noe	Yes
Hagloch	Yes	Starkey	Yes	Schaefer	Yes
Douglass	Yes	Merriman	Yes	Massie	Absent
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states all members present have voted in the affirmative. Chairman Barnett declares the motion carried.

Chairman Barnett next presents the Hanson Professional Service Agreement with a "not to exceed" amount of \$54,500 to the board for approval. The agreement has been reviewed by the Renovation Committee. The project is expected to take two months. B & B Electric out of Springfield is the proposed contractor for the work guidance. A combination of contractor working with engineer will save the county money. Douglass makes a motion to approve the service agreement and Merriman seconds the motion.

The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Barnett	Yes	Hance	Yes	Noe	Yes
Hagloch	Yes	Starkey	Yes	Schaefer	Yes
Douglass	Yes	Merriman	Yes	Massie	Absent
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states all members present have voted in the affirmative. Chairman Barnett declares the motion carried.

(See Attached Agreement)

Hanson Professional Services Inc.
PSA C-19L0181A

This Professional Services Agreement (PSA) is made this 3rd day of April, 2020, between Cass County, subsequently referred to as "Client," and Hanson Professional Services Inc., subsequently referred to as "Hanson."

By joining in this PSA, Client retains Hanson to provide professional services in connection with Cass County Courthouse Electrical Design, subsequently referred to as "Project."

By this PSA, the scope of Hanson's services on Project is limited to that described in Attachment A.

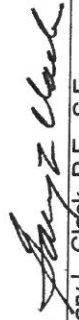
The attached General Conditions (C-S) are incorporated into and made a part of this PSA.

Client agrees to compensate Hanson for providing the above services in the manner described in Attachment B.

Client and Hanson hereby agree to and accept the terms and conditions stated above, including terms and conditions stated in the attached General Conditions, the receipt of which is acknowledged.

Hanson Professional Services Inc.

Client

By: 
Gary L. Clack, P.E., S.E.

By: 

Title: Assistant Vice President

Title: County Board Chairman

Date: 04/07/20

Date: April 13, 2020

Attachment B – Charges for Services

PSA C- 19L0181A

Effective Date: 4/3/2020

Basis of Charges:

Charges for professional services performed by our firm for all services listed in the Scope of Services will be made on the basis of Hanson's direct labor costs times a factor of 3.0. Billings will be issued at least monthly and will be based upon total services completed and expenses incurred at the time of the billing.

Reimbursable costs will be billed as follows:

1. Charges for outside consultants and contractors will be at invoice cost plus 10 percent.
2. All direct job expenses and materials other than normal office supplies will be charged at cost plus 10 percent.
3. Mileage charges for automobile = 58 cents per mile. Mileage charges for mobile lab or truck = 66 cents per mile.

Cost of Services:

Hanson agrees not to exceed \$54,500 without prior notification to the Client. This fee is based on approximately 140 hours of a Senior Electrical Engineer and 96 hours of support (Clerical, Technical, and Project Management) and 40 Hours by an Electrical Subcontractor to Hanson for assistance with field investigation.



from any delays for causes beyond HANSON's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, epidemics, war or other emergencies; failure of any government agency to act in a timely manner; failure of performance by the CLIENT or the CLIENT's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by HANSON to perform its services in an orderly and efficient manner, HANSON shall be entitled to negotiate a reasonable adjustment in schedule and compensation, or, if encountering severe disruptions or emergencies, shall be entitled to terminate services.

8. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither CLIENT nor HANSON, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for incidental, indirect, or consequential damages arising out of or connected in any way to this Project or this Agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict and implied warranty. Both CLIENT and HANSON shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in the Project.

9. Contingency Fund: The Client and Hanson acknowledge that changes may be required during construction because of possible omissions, ambiguities or inconsistencies in the plans and specifications and, therefore, that the costs of the project may exceed the construction contract sum. The Client agrees to set aside a reserve in the amount of Five Percent (5%) of the actual project construction costs as a contingency reserve to be used, as required, to pay for any such increased project costs. The Client further agrees to make no claim by way of direct or third-party action against Hanson or sub-contractors and subconsultants with respect to any payments within the limit of the contingency reserve made to the construction contractors because of such

changes or because of any claims made by the construction contractors relating to such changes.

10. Additional Limitation: In recognition of the relative risks and benefits of the Project to both the CLIENT and HANSON, the risks have been allocated such that the CLIENT agrees that for the compensation herein provided HANSON cannot expose itself to damages disproportionate to the nature and scope of HANSON's services or the compensation payable to it hereunder. Therefore, the CLIENT agrees to limit its remedies against HANSON arising from HANSON's professional acts, errors or omissions, in any action based on strict liability, breach of contract, negligence or any other cause of action, such that the total aggregate amount of the CLIENT's damages shall not exceed \$50,000 or HANSON's total net fee for services rendered on the Project, whichever is greater. This limitation pertains to HANSON and to its subcontractors and subconsultants, and applies as a single aggregate amount to all work performed under the Agreement, including all work performed under an amendment or modification. If CLIENT desires a limit greater than that provided above, CLIENT and HANSON shall include in this Agreement the amount of such limit and the additional compensation to be paid to HANSON for assumption of such additional risk. CLIENT must notify HANSON in writing, before HANSON commences any services, of CLIENT's intention to negotiate a greater limitation of remedies against Hanson and its associated impact on services, schedules, and compensation. Absent CLIENT's written notification to the contrary, HANSON will proceed on the basis that the total remedies against HANSON is limited as set forth above.

11. Personal Liability: It is intended by the parties to this Agreement that HANSON's services in connection with the Project shall not subject HANSON's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against HANSON, a Delaware corporation, and not against any of HANSON's individual employees, officers or directors.

12. Assignment. Neither party to this Agreement shall transfer, sublet, or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may become due, without the written consent of the other party.



and such preparation is based on information furnished by the Contractor and/or other third parties, will be made under the assumption that all furnished information is reliable and that HANSON cannot and does not warrant the accuracy of the furnished information. In the event that the scope of services additionally provides for HANSON to conduct surveys, investigations, and field measurements to collect or verify the information needed for the record drawings, HANSON will conduct such services with the standard of care as set forth in these General Conditions

22. Confidentiality: Each party shall retain as confidential, all information and data furnished to it by the other party which are designated in writing by such other party as confidential at the time of transmission, and are obtained or acquired by the receiving party in connection with this Agreement, and said party shall not disclose such information to any third party.

23. Third Party Beneficiaries: Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either CLIENT or HANSON. HANSON's services under this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against HANSON because of this Agreement or the performance or nonperformance of services hereunder. CLIENT and HANSON agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this Project to carry out the intent of this provision.

24. Severability: If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.

25. Survival: Notwithstanding completion or termination of the Agreement for any reason, all rights, duties, obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

26. Entire Agreement. This Agreement is the entire Agreement between the CLIENT and HANSON. It supersedes all prior communications, understandings and agreements, whether written or oral. Both parties have participated fully in the preparation and revision of this Agreement, and each party and its counsel have

reviewed the final document. Any rule of contract construction regarding ambiguities being construed against the drafting party shall not apply in the interpreting of this Agreement, including any Section Headings or Captions. Amendments to this Agreement must be in writing and signed by both CLIENT and HANSON.

27. Modification to the Agreement: CLIENT or HANSON may, from time to time, request modifications or changes in the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of HANSON's compensation, to which CLIENT and HANSON mutually agree shall be incorporated in this Agreement by a written amendment to the Agreement.

28. Governing Law: This Agreement shall be governed by and interpreted pursuant to the laws of the State of Illinois.

The remodeling of the new courtroom on the second floor was discussed at the Renovation Committee meeting. There will be a slight change to the bidding documents and hopefully they will be put out for bid in the near future.

The Clerk next presents the County MFT, Township MFT, and Culvert Bids for approval pending IDOT's approval. Tim Icenogle, County Highway Engineer, reports that he received the bids at the letting held on April 9, 2020. Hagloch makes a motion to approve the bids pending IDOT's approval and Brannan seconds the motion.

The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Barnett	Yes	Hance	Yes	Noe	Yes
Massie	Absent	Hagloch	Yes	Starkey	Yes
Schaefer	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states all members present have voted in the affirmative. Chairman Barnett declares the motion carried.

The Clerk next presents a Fair Housing Resolution. This Resolution is required to be approved by the Cass County Board as part of the Downstate Small Business Stabilization Program Grant process. A motion to approve the resolution is made by Brannan and seconded by Douglass.

The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Barnett	Yes	Hance	Yes	Noe	Yes
Massie	Absent	Hagloch	Yes	Starkey	Yes
Schaefer	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states all members present have voted in the affirmative. Chairman Barnett declares the motion carried.

(See Attached Resolution)

**Civil Rights Certification
(Qualified PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 02/29/2016


**Civil Rights Certification
Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Housing Authority of the County of Cass IL102
PHA Name PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official 	Title Board Chairman
Signature	Date 12/12/19

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting lists would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
 17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
 19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 21. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the County of Cass

IL102


PHA Name

PHA Number/HA Code

X 5-Year PHA Plan for Fiscal Years 2020 - 2025

Annual PHA Plan for Fiscal Year 20

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Laymon Carter	Board Chairman
Signature	Date
	12/12/19

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**Certification of Payments
to Influence Federal Transactions**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0057 (Exp. 03/31/2020)

Applicant Name

Housing Authority of the County of Cass
Program/Activity Receiving Federal Grant Funding
PHA

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Steven R. Horton

Title

Executive Director

Signature



Date (mm/dd/yyyy)

12/12/2019

Previous edition is obsolete

form HUD 50071 (01/14)
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

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INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward receipt. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in Item 1 (e.g., Request for Proposal (RFP) number; Invitation for bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g. "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in Item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in Item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
11. Certifying official shall sign and date the form, print his/her name, title and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

The Clerk next presents the monthly reports of the County Clerk, Circuit Clerk, Treasurer, Sheriff, Maintenance, Death Examiner and Zoning Officer. Noe makes a motion to receive the monthly reports and Hance seconds the motion. The vote is by acclamation & declared carried.

The approval of claims is next presented to the board. A motion to approve the claims is made by Brannan and seconded by Hagloch.

The Chairman directs the Clerk to call roll

The Clerk calls roll.

Roll Call:

Barnett	Yes	Hance	Yes	Noe	Yes
Massie	Absent	Hagloch	Yes	Starkey	Yes
Schaefer	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states all members present have voted in the affirmative. Chairman Barnett declares the motion carried.

Chairman Barnett states there are no matters to discuss in Executive Session.

At approximately 7:50 p.m., a motion to adjourn and reconvene on the night of May 11, 2020 is made by Wessel and seconded by Douglass. The vote is by acclamation and declared carried.



Shelly Wessel

Clerk

