

# CLINTON COUNTY BOARD MEETING

June 19, 2023 – 7 p.m.

Bradley Knolhoff, Chairman

Nelson Heinzmann, Vice Chairman

## 1. OPENING PRAYER AND PLEDGE OF ALLEGIANCE

## 2. CALL TO ORDER

Sheriff Dan Travous called the meeting of the Clinton County District Board to order at 7 p.m. on June 19, 2023.

## 3. ROLL CALL OF MEMBERS

Present: Clark, Haselhorst, Heinzmann, Hilmes, B. Knolhoff, K. Knolhoff, Kuhl, Rakers, Rapien, Riechman, Schroeder, Strieker, Veizer. Absent: Arentsen, Jansen. The record reflected that there was a quorum.

## 4. RECOGNITION OF VISITORS AND GUESTS

## 5. APPROVAL OF MINUTES

Motion – Haselhorst made a motion to approve the minutes from the May 15, 2023 regular meeting. Riechman seconded the motion. Motion Carried.

## 6. REPORTS AND COMMUNICATIONS AND PETITIONS

## 7. PUBLIC MAY APPROACH THE BOARD

- a. Dr. Deanna DuComb of the County Health Board spoke to board members about the proposed appointment of Jared Poettker to replace retiring board member Kim Hugo on the Health Board. She said past practice has been for the Health Board to bring a recommendation to the County Board for board member appointments. While she has nothing against Poettker, she asked that the Health Board be able to review potential candidates before the appointment is made. She asked board members to oppose the appointment and follow the proper protocol.
- b. Carlyle Mayor Judy Smith reported that the city has taken over management of the Carlyle Street Fair to be held Sept. 8 and 9. She is asking for the county's approval to use the courthouse grounds for that event as they've done in the past.
- c. Jared Poettker introduced himself as a potential candidate for a vacant seat on the County Health Board. Poettker is a graduate of Wesclin High School and has a Bachelor's Degree in Business Management and Political Science from SIUE along with a Master's of Business Administration from SIUE. For the past 7 years, he has worked in healthcare finance, first for St. Luke's Hospital in Chesterfield, MO and presently for BJC Healthcare as a Senior Financial Analyst. He serves on the Wesclin School Board and is assigned to the Finance and Policy committees. Poettker said he is familiar with balancing the healthcare needs of communities within limited budgets while also considering the increasing costs of healthcare. He said it would be a privilege to use his knowledge and

experience to serve on the Board of Health.

- d. Mark Litteken, Chairman of the Farm Bureau Board, presented a plaque to the county as a sign of appreciation for recently passing a resolution to be part of the “Allies in Ag” program.

## **8. REPORTS/ANNOUNCEMENTS FROM ELECTED AND APPOINTED OFFICIALS**

- a. Motion - Semi-Annual Reports from the Circuit Clerk’s Office and the County Clerk and Recorder’s Office.

Circuit Clerk Rod Kloeckner said the numbers in his report are on par with what the office has seen in the past 5 or 6 years; however, the office has taken in about \$17,000 less in bond money. Kloeckner expects this number to decrease even further after all cash bonds are eliminated through the Safety Act legislation. County Clerk Vicky Albers reported that recording fees have gone down over the past six months; however, this fluctuates from year to year based on the number of land transactions in the county. The line item for Notary certifications is also reduced since the Secretary of State’s Office took this over this past year. Vital record numbers have stayed consistent with other years.

Schroeder made a motion to approve the reports. Clark seconded the motion. Motion Carried.

## **9. STANDING COMMITTEES**

- a. Zoning and Subdivision Committee – Ann Schroeder
  1. Zoning Report – Jami Staser

Staser reported there are five items on the agenda with four being family splits.

- i. Motion – Amber and Sean Meyer’s Request for a Single-Family Dwelling on an Agricultural Lot of 2.98 acres in Meridian Township

Schroeder made a motion for a roll call vote to approve the single-family dwelling with the understanding that it was deeded as 3 acres (+/-) prior to approval of the 3 acre requirement for family splits. It is also required that the deed process be completed through the proper family members. Rapien seconded the motion. Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes). Motion Carried 13-0.

- ii. Motion – Allan Varel’s Request for a Single-Family Dwelling on an Agricultural Lot of 2.32 Acres on Old Carlyle Road in Santa Fe Township.

Staser stated that Varel is asking to split a 4.25-acre parcel into two lots with a 100-year-old home remaining on 1.93 acres and 2.32 acres would be a family split for his son to build on. Staser said the Zoning Board of Appeals is recommending that this request be denied since it does not meet the 3-acre minimum requirement. Rakers made a motion for a roll call vote to approve the single-family dwelling. Heinzmann seconded the motion.

Arentsen (Absent), Clark (No), Haselhorst (No), Heinzmann (No), Hilmes (No), Jansen (Absent), B. Knolhoff (No), K. Knolhoff (No), Kuhl (No), Rakers (No), Rapien (No), Riechman (No), Schroeder (No), Strieker (Yes), Veizer (No). Motion Denied 1-12.

- iii. Motion – Alex Albert Duane Zachry’s Request for a Single-Family Dwelling on an Agricultural Lot of 3 acres north of Beckemeyer and Carlyle in Wade Township. This would be a 3-acre split off of a 75-acre tract.

Rakers made a motion for a roll call vote to approve the single-family dwelling contingent on the proper deed process for a family split. Veizer seconded the motion.

Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes).

Motion Carried 13-0.

- iv. Motion – Andrew Brandt’s Request for a Single-Family Dwelling on an Agricultural Lot of 3 acres located east of Carlyle Lake in East Fork Township. Brandt is splitting 3 acres from a 120-acre tract.

Heinzmann made a motion for a roll call vote to approve the single-family dwelling contingent on the proper deed process for a family split. Riechman seconded the motion.

Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes).

Motion Carried 13-0.

- v. Motion – Final Plat for Wade and Chelsie’s First Subdivision, a 1-Lot Subdivision in Wade Township.

Schroeder made a motion for a roll call vote to approve the final plat. Riechman seconded the motion.

Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes).

Motion Carried 13-0.

Staser said the Clinton County Zoning Office is reminding property owners to obtain the necessary building permits before they begin construction on any structure (carports, decks, farm buildings, homes or any type of addition). The County Board updated the schedule of filing fees in March. Agricultural permits are issued at no charge; however, failure to obtain a building permit could result in a fine of 26 cents per square foot for late submittals or non-submittals of an application. Residential, Industrial and Commercial permit late fees will be double the permit fee. The new fine structure will be enforced Sept. 1, 2023. Any property owner who is unsure if they need a permit should contact the Zoning Office. Also, any property owner who is interested in operating a short-term rental, should contact the Zoning Office to learn more about the zoning requirements for their location.

- b. Economic Development, Tourism and Clinton County Enterprise Zone – Mike Rakers  
Rakers brought boxes of promotional rack cards about Clinton County that can be disbursed throughout the county. The next committee meeting is moved to July 6 due to the July 4 holiday.

- c. Insurance/ICIT – Nelson Heinzmann

Heinzmann said the committee met June 12. Bill Schmalz of Einstein Consulting gave a health insurance update. Total costs, compared to last year, were down \$61,000;

however, medical claims were up about \$60,000. Pharmacy claims were up \$888, and fixed costs were up \$600. The annual ShaRx pharmacy report showed net savings to the county of \$442,682 on high-end drug costs. Heinzmann said the county's return on its investment, since starting the ShaRx program, has been 6-to-1. Expenses for the sixth month of the Fiscal Year, without reimbursements, were 16 percent over budget. With reimbursements, the expenses were under budget. The county received a reimbursement check from TrueRx for \$5,423 last month. The next meeting will be on July 10.

d. Facilities Committee – Gary Arentsen

B. Knolhoff reported that Arentsen and Jansen donated and volunteered to install a fan for the Coroner's new office, the former Animal Control facility. The office is nearly complete.

e. Animal Control – Ann Schroeder

Schroeder said the Drive-Thru Rabies Clinic held on June 10 was successful with 48 animals receiving rabies shots and 12 being microchipped. There were a lot of positive comments from pet owners who participated. The committee is still working on the logistics for rabies tags to be distributed through local veterinary clinics. Jansen sought bids for security cameras at the new Animal Control facility. One bid was received from Custom Camera Solutions.

i. Motion – Purchase of Security Cameras from Custom Camera Solutions for \$4,960.

The costs will be split between Animal Control and the Sheriff's Drug Fund.

Schroeder made a motion for a roll call vote to approve the purchase. Kuhl seconded the motion.

Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes).

Motion Carried 13-0.

f. Finance – David Veizer

Veizer reported that the committee met and all bills were approved.

1. Treasurer's Monthly Report – Denise Trame

Trame reported that all of the monthly reports were in the packets, and the county's share of video gaming proceeds for May was \$7,882.29. The Treasurer's Office is still working on tax bills and they should be in the mail in the next couple of weeks. Due dates will be August 2 and Sept. 27.

i. Motion – Monthly Budget and Financial Report

K. Knolhoff made a motion to approve the report. Riechman seconded the motion.

Motion Carried.

g. Budget – Nelson Heinzmann

Heinzmann said the Budget Committee will meet soon to begin work on the new budget.

h. Law Enforcement, EMA, Welfare, Safety and Liquor Control – Mike Strieker

Strieker said the committee met May 16 and heard a report of a 911 response to a near drowning. The committee agreed that the 911 dispatcher was composed, confident and performed the job extremely well. Sheriff's Sergeant Dennis Perez reported on a recent

homicide in Clinton County. The committee commended the Sheriff's Office on the quick apprehension of a suspect. Perez reported that activity at Carlyle Lake is in full swing with no issues, to date. He also reported that the Sheriff's Office is currently understaffed by one full-time employee, and they are seeking qualified applicants.

B. Knolhoff said the county is proposing a resolution to add the position of Deputy EMA Director with the understanding that the deputy will share the director's workload and his/her pay will come from a portion of the EMA director's salary. Therefore, there is no additional cost to the county.

- i. Motion – Resolution Adding Deputy EMA Director Position. Clark made a motion for a roll call vote to approve the position. Hilmes seconded the motion. Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes).  
Motion Carried 13-0

i. Road and Bridge – Ken Knolhoff

1. Monthly County Engineer's Report – Dan Behrens

Behrens said the county has started work on the removal/replacement of a box culvert and the installation/realignment of pipe on Huey-Hoffmann Road at Sand Ridge Road. The road will be closed for about two weeks with a detour route established. County crews have been putting hot mix asphalt down to level portions of Stolletown Road. The road will be oiled and chipped in the future. Lake Contracting started the bridge replacement on End Road last week. Behrens reported that there are two options for funding bridges. The federal allotment can be used on both county and township bridges if the bridges meet certain criteria. There is also a state program for township bridges which started in the 1970s. That total fund has been at \$15 million since the late 1970s. Years ago, the county could build 1-2 bridges a year and now they have to save to build one bridge every two years. In the last budget year, the state quadrupled the funding. The county currently gets about \$126,000 per year to spend on township bridges and can save that allotment for up to four years. Behrens anticipates the annual allotment will eventually increase to about \$500,000. Following the next round of bridge inspections, the highway department is going to work with the township road commissioners to prioritize which bridges will be replaced in the future.

j. Personnel, Labor and Grievance – Mike Hilmes and Gary Arentsen

Hilmes said the committee met June 16. The committee accepted a letter of resignation and payout claim of \$202.30 for former Health Department employee Nadine Kuhn.

i. Motion – Resignation and Payout for Nadine Kuhn.

Hilmes made a motion for a roll call vote to approve the payout. Rapien seconded the motion. The next meeting is 6:30 p.m. on July 11.

Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes).

Motion Carried 13-0

k. Executive – Nelson Heinzmann

Heinzmann reported that the committee met June 16 and discussed the zoning fee press release and the new deputy EMA director position. The county is in need of an update to the Code of Ordinances since the last overall update was completed in 2016. More information about this will be brought before the full board in the future. The committee voted to seek full board approval to accept sealed bids for a 2008 Mercury Mariner which was previously used by the Highway Department and Animal Control. The next committee meeting will be at 9 a.m. on July 21.

i. Motion – Accept Sealed Bids for Excess Vehicle, a 2008 Mercury Mariner.

Heinzmann made a motion to approve accepting sealed bids. Veizer seconded the motion. Motion Carried

## 10. SPECIAL COMMITTEES

a. Radio – Curt Haselhorst

Haselhorst said there was no meeting last month; however, there will be a meeting this week with consultant Mike Mazzitello and project manager Kyle Markus to get an update on the project.

b. SSA/Ambulance – Greg Riechman

Riechman said he's been keeping in contact with Bryan Holthaus of Sugar Creek Ambulance Service and his recommendation was to wait to hold another meeting until more information is known about the initiative to create a separate Special Service Area for ambulance service in Lookingglass Township. Riechman also reported that House Bill 1740 has been passed by both the House and the Senate and was sent to the Governor for his signature on June 9. HB1740 deals with the ability to form ambulance taxing districts.

c. Health Building – Ken Knolhoff

K. Knolhoff reported that the committee met June 1 and discussed the advantages of connecting internet services between the courthouse and the new Health Department facility. The committee is still waiting on bids for this proposal. The committee approved a payment of \$184,251.60, per the contract with Johannes Construction, for finishing the basement concrete work, installing the steel trusses, framing the walls and waterproofing the basement. The basement and first floor walls have been completed. Shingle work will begin on the roof after all of the trim has been installed. Brickwork should begin soon, and the plumbers and electricians are on site.

d. Veterans – Greg Riechman

Riechmann reported that there is a Veterans Tribute Committee meeting June 26 that he plans to attend.

## 11. OUTSIDE COMMITTEES AND COMMISSIONS

a. Board of Health – Mike Kuhl

Health Department Administrator Chris Leidel said Brett Moss has been hired to fill Nadine Kuhn's position. Leidel provided the monthly financial report. The department received guidelines for its five-year, \$348,958 Workforce Development Grant. The grant can be used for hiring, training and retention of public-health workforce, so it

can be used for salaries for new and existing employees. The department hopes to use part of the money for the addition of a full-time nurse. With the new health facility, there will be two rooms dedicated to immunizations, so they want to be sure nurses are available to serve as many people as they can in the county. Another employee will be hired to help with the breastfeeding and WIC programs. Leidel said the state has increased the Local Health Protection Grant funding; therefore, the department intends to hire another sanitarian for environmental health. This will enable the department to complete inspections more efficiently.

i. Motion - Health Department Monthly Report.

Kuhl made a motion to approve the Health Department Monthly Report. Clark seconded the motion. Motion Carried.

b. 708 Mental Health Board – Holly Clark

Clark reported that the board's Strategic Plan is now posted on the 708 Mental Health Board website along with an application for funding for agencies in Clinton County that offer mental health services. There is a deadline for applying and applicants will meet with the 708 Board at its next meeting at 6 p.m. on July 18.

c. 911 ETSB Board – Bruce Rapien

Kuhl said the committee met June 14 and heard a report from John Skain about the RapidSOS updates. This system allows more information to be shared with first responders during 911 calls. A grant was approved for Cloudpoint, which is a company that assists with all of the emergency information for the GIS system, such as fire hydrant and street sign locations throughout the county. The new paging system through GTSI should be operational by the July 4 weekend, weather depending. The next meeting is July 12.

d. Discover Downstate Illinois (Ann Schroeder), SILEC (Mike Kuhl), SCIGA (Greg Riechman), Greater Centralia Enterprise Zone (Holly Clerk/Greg Riechman), Southern Illinois Workforce Investment Board (Mike Rakers), SWIDA (Ann Schroeder), SIMAPC (Greg Riechman), UCCI.

1. Riechman said the Greater Centralia Enterprise Zone will meet August 10. Kuhl said SILEC met last month. Schroeder said Discover Downstate Illinois is hosting an orientation meeting on June 28, and SWIDA met last week in Collinsville.

**12. APPROVAL OF ACCOUNTS PAYABLE**

Heinzmann made a motion for a roll call vote for approval of Accounts Payable. Veizer seconded the motion.

Arentsen (Absent), Clark (Yes), Haselhorst (Yes), Heinzmann (Yes), Hilmes (Yes), Jansen (Absent), B. Knolhoff (Yes), K. Knolhoff (Yes), Kuhl (Yes), Rakers (Yes), Rapien (Yes), Riechman (Yes), Schroeder (Yes), Strieker (Yes), Veizer (Yes). Motion Carried 13-0.

**13. UNFINISHED BUSINESS**

**14. MISCELLANEOUS BUSINESS**

B. Knolhoff took time to clear up some confusion regarding the appointment process. He said that at the June 6 Board of Health meeting it was stated that the board would be searching to fill vacancies on that board. While B. Knolhoff said he appreciates the initiative of the Board of Health, per state statute, the appointments are the responsibility of the County Board chairman with approval of the full County Board. He said failure to follow this procedure in the past has resulted in many issues. Most important, he said, all public bodies must be accountable. As elected officials, accountability to the public rests with the County Board members. While he respects any recommendations, B. Knolhoff said he is always going to look for members who have a desire to contribute to a board but who also possess qualities to make each board a functioning and high performing board. He is not looking for board members to be echo chambers of matching backgrounds and opinions; rather, he is looking for members with new ideas who promote better ways of doing things. He said the current Board of Health is lacking individuals with backgrounds in business and finance. The Board of Health is also lacking members from the west end of the county, and he feels Poettker would be a good fit for the position.

- a. Motion – Reappoint Donald Timmermann – Trustee- Santa Fe Fire Protection District
- b. Motion – Reappoint Daniel Gilbreth – Trustee – Santa Fe Fire Protection District
- c. Motion – Reappoint Edwin Meyer – Trustee – Santa Fe Fire Protection District
- d. Motion – Reappoint Dawn Kleber -708 Board
- e. Motion – Reappoint Nellie Baity – 708 Board
- f. Motion – Reappoint Dennis Perez – 708 Board

Heinzmann made a motion to approve reappointments “a-f.” Rapien seconded the motion. Motion Carried.

- g. Motion – Appoint Jared Poettker – Board of Health

B. Knolhoff made a motion to approve the appointment. Heinzmann seconded the motion. Motion Carried with 11 “yes” and 2 “no” votes.

**15. NEW BUSINESS**

- a. Riechman noted that an annual benefit called “Give the Gift of Camp” will be held August 9 at Hondo’s Bar & Grill in Bartelso to raise funds for Whispering Pines, formerly Camp Joy, on Slant Road.

**16. ADJOURNMENT UNTIL MONDAY, JULY 24, 2023**

Rapien made a motion to adjourn until Monday, July 24, 2023 at 7 p.m.

Veizer seconded the motion. Motion Carried. Meeting adjourned at 8 p.m.

ATTEST:



Vicky Albers  
County Clerk & Recorder