



## **Heritage Lake Subdivision Special Service Area Commission**

Mike Deluhery, Chairman  
McKenzie Building – Second Floor Conference Room  
Friday, January 17, 2025 – 8:00 a.m.

- I. Roll Call
- II. Public Comment
- III. Approve the minutes of the August 19, 2024 meeting
- IV. New Business
  - A. Receive and approve List of Property Owners for property tax assessment
  - B. Certify List of Property Owners to County Clerk
  - C. Approve County Engineering Fees
- V. Approve bills as presented
- VI. Unfinished Business
- VII. Reports and Communications
- VIII. Recess

Members: Mike Deluhery, Jim Flynn, Bonnie Lemke,  
Greg Menold, Brad Reed, Dan Parr

*Minutes pending committee approval*



**HLA SSA Commission Meeting**

Chairman Mike Deluhery  
Second Floor Conference Room – McKenzie Building  
Monday, August 19, 2024 – 8:00 am

Committee Members Present: Chairman Deluhery, Jim Flynn, Bonnie Lemke, Greg Menold, Dan Parr, Brad Reed

**MOTION** **MOTION BY FLYNN, SECOND BY REED** to approve the minutes of the January 10, 2024 meeting.

On voice vote, **MOTION CARRIED UNANIMOUSLY.**

**MOTION** **MOTION BY REED, SECOND BY MENOLD** to review/recommend to Tazewell County Executive Committee the Ordinance Fixing the Budget for the HLA SSA for FY25

Member Reed provided a handout with revised figures and provided an overview of the amended Ordinance. He stated that he went through the maintenance plan and tried to flatten it out as much as possible. He stated that overall it made a pretty good difference in cash flow. He stated that the minimum account balance was anywhere between \$140,000-\$250,000, which is an improvement.

Member Reed stated that he reduced the tax levy by \$10,000 and stated that it went from \$425,000 to \$415,000.

**MOTION BY MENOLD, SECOND BY FLYNN** to amend the Ordinance Fixing the Budget for the HLA SSA for FY25 with Member Reed's suggested changes

Member Menold questioned the difference of the tax levy from last year to this year and Member Lemke stated it is 2.5% less. Member Reed confirmed that amount.

On voice vote, **AMENDMENT CARRIED UNANIMOUSLY.**

On voice vote, **MOTION AS AMENDED CARRIED UNANIMOUSLY.**

**MOTION**     **MOTION BY REED, SECOND BY MENOLD** to review/recommend to Tazewell County Executive Committee the Levy and Assessment of Taxes for FY25

Member Reed provided an updated sheet and stated that the road maintenance value had been updated to \$489,494 and confirmed that the totals include the convert lining.

**MOTION BY MENOLD, SECOND BY FLYNN** to amend the Ordinance for the Levy and Assessment of Taxes for FY25 with Member Reed's suggested changes

On voice vote, **AMENDMENT CARRIED UNANIMOUSLY.**

On voice vote, **MOTION AS AMENDED CARRIED UNANIMOUSLY.**

**MOTION**     **MOTION BY REED, SECOND BY FLYNN** to review/recommend to Tazewell County Executive Committee the Engineering Design Quote for HLA Culvert Lining

Member Reed discussed Austin Engineering's Civil Engineering Design Development/Master Planning Services for the 2024 culvert repairs. He stated that this is for the design phase for culvert lining, and after that, there will be a proposal for detailed construction plans. He stated that Austin Engineering is suggesting a starting design development phase budget which will be billed hourly with a budget of \$15,000.

Member Menold questioned if that included the bidding process and Member Reed stated that the bidding process will go through County Engineering.

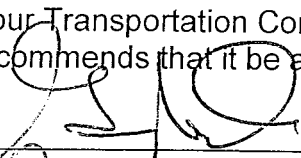
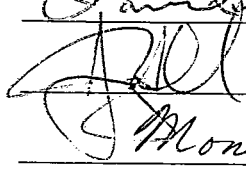
The meeting was recessed at 8:28 a.m.


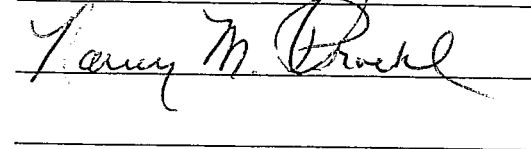
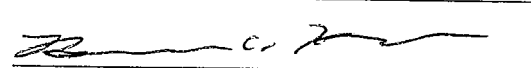
(transcribed by S. Gullette)

**COMMITTEE REPORT**

Mr. Chairman and Members of Tazewell County Board:

Your Transportation Committee has considered the following RESOLUTION and recommends that it be adopted by the Board.

  
 \_\_\_\_\_  
 David M. Morgan  
 \_\_\_\_\_  
  
 \_\_\_\_\_  
 Monica Burnett

  
 \_\_\_\_\_  
 Barry Brant  
 \_\_\_\_\_  
  
 \_\_\_\_\_  
 Terry M. Brock  
 \_\_\_\_\_  
  
 \_\_\_\_\_

**RESOLUTION**

**WHEREAS**, the Bureau of Local Roads and Streets Manual of the Illinois Department of Transportation defines preliminary engineering, construction engineering, maintenance and construction and provides details with regard thereto; and

**WHEREAS**, Tazewell County Highway Department and the office of the County Engineer provide preliminary engineering and construction engineering for maintenance and construction projects of the township road districts of Tazewell County and occasionally for other units of local government in Tazewell County; and

**WHEREAS**, funding for such projects may consist of any combination of federal, state and local funds; and

**WHEREAS**, Tazewell County last adjusted the fees for reimbursement for such services in 2006 and has recently reviewed such fees; and

**WHEREAS**, a motion was made and passed upon vote to recommend to the County Board that the Tazewell County Highway Department and the office of the County Engineer establish the fees for reimbursement of engineering services performed by their own forces, regardless of funding source, as follows:

- Preliminary Engineering for Maintenance – 2.5% of Final Maintenance Cost
- Construction Engineering for Maintenance – 2.5% of Final Maintenance Cost
- Preliminary Engineering for Construction – 4% of Final Construction Cost
- Construction Engineering for Construction – 8% of Final Construction Cost

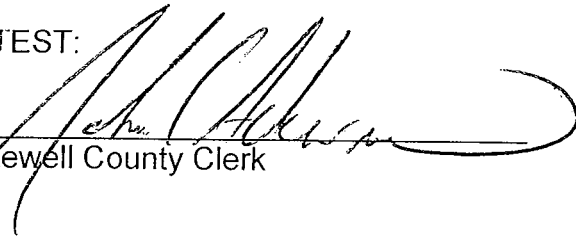
Engineer's Estimate of Cost to be used in lieu of Final Maintenance Cost or Final Construction Cost for Preliminary Engineering fee when project does not proceed to construction.


**NOW THEREFORE BE IT RESOLVED**, that the County Board approves this recommendation and does establish that such fees shall become effective January 1, 2022, and shall supersede all previous resolutions impacting such fees; and

**THEREFORE BE IT RESOLVED FURTHER**, that the County Clerk notify the County Board Chairman, Chairman of the Transportation Committee, and County Engineer of this action, and submit *three (3) certified signed originals of the approved resolution to the Illinois Department of Transportation* as notification of this action.

ADOPTED this 27th day of October, 2021.

ATTEST:

  
\_\_\_\_\_  
Tazewell County Clerk

  
\_\_\_\_\_  
Tazewell County Board Chairman



# Illinois Department of Transportation

Office of Highways Project Implementation / Region 3 / District 4  
401 Main Street / Peoria, Illinois 61602-1111

RECEIVED

DEC 1 2021

TAZEWELL COUNTY  
HIGHWAY DEPT.

November 29, 2021

Mr. John C, Ackerman, County Clerk  
Tazewell County  
11 South 4<sup>th</sup> Street, 2<sup>nd</sup> Floor, Suite 203  
Pekin, Illinois 61554

Dear Mr. Ackerman:

The resolution adopted by the Tazewell County Board on October 27, 2021, determining the method of compensation for Road District Motor Fuel Tax Administration and Engineering Services is hereby approved.

Sincerely,

Kensil A. Garnett, P.E.  
Region Three Engineer

MEH/jjs

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cc: Mr. Craig Fink, Tazewell County Engineer  
Central Bureau of Local Roads and Streets  
File

**MIDSTATE ASPHALT REPAIR INC**  
 PO Box 250  
 EUREKA, IL 61530  
 (309) 264-1795

**INVOICE**

INVOICE NO  
 44378



BILL TO Heritage Lake Association  
 P.O. Box 402  
 Mackinaw, IL 61755

ACCOUNT NO	PO NUMBER	TERMS	INVOICE DATE	PAGE
HERI PVT		Net 30	10/17/2024	1

DATE	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
9/27/24	360	CRS-2 (gallons)	7.45	2,682.00
	9.5	CA-16 (tons)	30.85	293.08
10/01/24	375	CRS-2 (gallons)	7.45	2,793.75
	10	CA-16 (tons)	30.85	308.50
10/02/24	350	CRS-2 (gallons)	7.45	2,607.50
	9.5	CA-16 (tons)	30.85	293.08
10/03/24	375	CRS-2 (gallons)	7.45	2,793.75
	10	CA-16 (tons)	30.85	308.50

Thank You, We Appreciate Your Business!

TOTAL AMOUNT 12,080.16 ✓

*Note: This work consists of "Spray Patching".*  
*N.Z.P.*

Tazewell County Highway Department  
**Engineering Reimbursement Fees for Maintenance**  
 Heritage Lake Subdivision Special Service Area

1/6/2024

<b>2024</b>					
Year	Item	Contractor	Cost	Rate	Fee
2024	Spray Patching	Midstate Asphalt Repair	\$ 12,080.16	5%	\$ 604.01
<b>TOTAL</b>					<b>\$ 604.01</b>