



## Executive Committee

Brett Grimm - Chairman  
Jury Commission Room – McKenzie Building  
11 S. 4th Street  
Pekin, IL 61554  
Wednesday, May 21, 2025  
\*immediately following Risk Management\*

### I. Roll Call

### II. Approve minutes of the April 23, 2025 meeting and April 30, 2025 in-place meeting

### III. Public Comment

### IV. New Business

- E-25-39 A. \* Recommend to Approve Four-Year Strategic Plan
- E-25-47 B. Recommend to Approve Reciprocal Agreement on Exchange Information with the Illinois Department of Revenue
- E-25-48 C. Recommend to Approve Road Use Agreement with Cultivate Power for the Catmint Solar Project

### V. Appointments and Reappointments

- E-25-40 A. Recommend to Approve Reappointment of Keith Garman to the Powerton Fire Protection District
- E-25-41 B. Recommend to Approve Reappointment of Jed Heisel to the Brush Hill Fire Protection District
- E-25-42 C. Recommend to Approve Reappointment of Gloria Ranney to the Board of Health
- E-25-43 D. Recommend to Approve Reappointment of Richard Karneboge to the Board of Health
- E-25-44 E. Recommend to Approve Reappointment of Sarah Koscica to the Board of Health
- E-25-45 F. Recommend to Approve Reappointment of Aaron Yoder to the Board of Health

- E-25-46                      G.     Recommend to Approve Reappointment of Gordon Robertson to the Deer Creek Fire Protection District
- E-25-49                      H.     Recommend to Approve Reappointment of Robert Boston to the Tremont Fire Protection District

VI. Reports / Communications

VII. Recess

Members: Chairman Brett Grimm, Vice Chairman Michael Harris,  
Russ Crawford, Jay Hall, Kim Joesting, Greg Menold,  
Dave Mingus, Nancy Proehl, Greg Sinn, Max Schneider,  
Eric Stahl

*Minutes pending committee approval*



## **Executive Committee Meeting**

Jury Commission Room – McKenzie Building

Wednesday, April 23, 2025 – 4:01 p.m.

Committee Members Present: Chairman Brett Grimm, Vice Chairman Michael Harris, Russ Crawford, Kim Joesting, Jay Hall, Dave Mingus, Nancy Proehl, Greg Sinn, Greg Menold

Committee Members Absent: Max Schneider

Others Attending: Mike Deluhery, County Administrator

### **MOTION**

**MOTION BY MEMBER MINGUS, SECOND BY MEMBER MENOLD** to approve minutes from the March 19, 2025 meeting

On voice vote, **MOTION CARRIED UNANIMOUSLY**

### **PUBLIC COMMENT**

Chief Deputy Clerk Dan Sullivan advised the committee that he had placed some maps on the table if anyone would like to take a look at them. He stated there will be some precinct boundary changes that will be on the agenda next month.

### **MOTION**

E-25-34

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER CRAWFORD** to recommend to approve We Care application for Section 5311 and DOAP grants for FY26

On voice vote, **MOTION CARRIED UNANIMOUSLY**

### **MOTION**

E-25-37

**MOTION BY MEMBER PROEHL, SECOND BY MEMBER HARRIS** to recommend to approve 2nd quarter 2025 payment to Greater Peoria Economic Development Council

On voice vote, **MOTION CARRIED UNANIMOUSLY**

### **MOTION**

E-25-28

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the reappointment of Lori Prater to the Northern Tazewell Fire Department board

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

E-25-29

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the reappointment of Kathy Perhay to the Northern Tazewell Fire Protection District

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

E-25-30

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the reappointment of Brad Brooks to the East Peoria Sanitary District

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

E-25-31

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the reappointment of Samantha Severns to the Greater Creve Coeur Sanitary District

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

E-25-32

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the reappointment of Wilbert Grimm to the Lake Arlann Drainage District

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

E-25-33

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the appointment of Nic Maquet to the Lake Arlann Drainage District

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

E-25-35

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the reappointment of Jimmy Stevens to the Board of Review

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

E-25-36

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER JOESTING** to recommend to approve the reappointment of John Bisanz to the Board of Review

On voice vote, **MOTION CARRIED UNANIMOUSLY**

Chairman Grimm stated that he is looking into putting together a sub-committee regarding historic and preservation items for Tazewell County. He stated he would like to have two elected officials and 2-3 board members review the items twice a year and decide if they will be placed somewhere, as we are running out of room.

Chairman Grimm recessed the meeting at 4:06 p.m.

(transcribed by S. Gullette)

*Minutes pending committee approval*



## **In-Place Executive Committee Meeting**

James Carius Community Room

Wednesday, April 30, 2025 – 6:37 p.m.

Committee Members Present: Chairman Brett Grimm, Vice Chairman Michael Harris, Russ Crawford, Kim Joesting, Jay Hall, Dave Mingus, Nancy Proehl, Greg Sinn, Greg Menold

Committee Members Absent: Max Schneider

Others Attending: Mike Deluhery, County Administrator

### **MOTION**

E-25-38

**MOTION BY MEMBER HARRIS, SECOND BY MEMBER CRAWFORD** to recommend to approve Addition to Project List for Federal Community Project Funding

Administrator Mike Deluhery stated that a couple months ago the list of projects was approved for community project funding. He stated that we were also awarded \$500,000 through the project funding and the bridge replacement for the Furrow Road over Lost Creek project was nominated by Congressman LaHood.

Chairman Grimm recessed the meeting at 6:38 p.m.

(transcribed by S. Gullette)

**COMMITTEE REPORT**

Mr. Chairman and Members of the Tazewell County Board:

Your Executive Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

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**RESOLUTION**

WHEREAS, the Executive Committee recommends to the County Board to approve a Four-Year Strategic Plan; and

WHEREAS, James Arndt from Arndt Municipal Support, Inc., was hired as a strategic planning consultant; and

WHEREAS, James Arndt conducted strategic planning sessions with department heads, elected officials, and county board members; and

WHEREAS, the attached report provides the priorities and the actionable items determined through the strategic planning process.

THEREFORE BE IT RESOLVED that the County Board approve the recommendations outlined in the attached report.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, and the Auditor of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman

# TAZEWELL COUNTY STRATEGIC PLAN 2025



PREPARED BY:  
ARNDT MUNICIPAL SUPPORT  
INC



The County of Tazewell, IL conducted several strategic planning sessions during the months of January and February in 2025. The first two days of planning sessions were with small groups of County Board Members that were conducted in the 2<sup>nd</sup> Floor Conference Room within the County Administration Building on January 29 and January 30, 2025. The next session was held with the Countywide Elected Officials and County Department Directors. This 6-hour planning session was conducted on February 18, 2025 in the County Justice Center Community Room. The remaining two sessions were completed with the County Board, the Countywide Elected Officials, and the County Department Directors. These two 3-hour sessions were special meetings of the County Board, and they were open to the public and they were held on February 19, 2025, and February 22, 2025. The first meeting was conducted at Freedom Hall in Morton, IL and the second meeting was held at the Pekin Public Library in Pekin, IL.

**Those present and participating in the small group ninety-minute focus group sessions were:**

Jay Hall	Deene Milam	Max Schneider
Joe Woodrow	Jon Hopkins	Mike Deluhery
Kim Joesting	Eric Stahl	Brett Grimm
Nancy Proehl	Cathryn Stump	Russ Crawford
Eric Schmidgall	Nick Graff	Kaden Nelms
Tammy Rich-Stimson	Greg Menold	Chris Setti (Greater Peoria EDC)
Mike Harris	Greg Sinn	

**Those present and participating in the 6-hour Countywide Elected Officials and County Department Directors meeting were:**

Charlie Hanley	Steven Saal	Mike Schone
Hannah Clark	Jackie Workman	Brett Grimm
Jeff Lower	Amy Fox	Mike Deluhery
Tim Gillespie	Dawn Cook	John Ackerman
Libby Aeschleman	Mindy Darcy	Paul Augspurger
Sue Webster	Tricia Richmond	Dan Sullivan
Linc Hobson	Dan Parr	Nicole Jones
John Horan		

**Those present and participating in either of the three-hour strategic planning sessions were:**

Greg Sinn	Kaden Nelms	Amy Fox	Mike Harris	Brett Grimm
Libby Aeschleman	Eric Stahl	Mike Schone	Kim Joesting	John Horan
Sue Webster	Chris Doscotch	Linc Hobson	Dan Sullivan	Russ Crawford
Mindy Darcy	Hannah Clark	Tammy Rich-Stimson	John Ackerman	Mark Goddard
Greg Longfellow	Nicole Jones	Greg Menold	Nancy Proehl	Cathryn Stump
Jon Hopkins	Nick Graff	Eric Schmidgall	Mike Deluhery	Dan Parr
Maxwell Schneider	Dawn Cook			

**A special thanks go out to Mike Deluhery and his amazing team for assisting with the logistics during the strategic planning process.**

The County of Tazewell, Illinois desired to:

1. Develop a County Vision Statement.
2. Create a County Mission Statement.
3. Establish County Organizational Values.
4. Develop clearly defined achievable goals and objectives for the county to accomplish over the next four years.
5. Establish clearly defined and achievable goals and objectives for the county departments to accomplish over the next four years.
6. Complete an alignment and prioritization exercise for the county's identified goals.
7. Assign a champion(s) to manage each goal.
8. Develop implementation strategies for each goal.

## Methodology

At the beginning of the strategic planning process we heard from the county board members, the Board Chairperson, the County Administrator, and Chris Setti from the Greater Peoria EDC. Five small stakeholders focus group sessions were conducted. Each session was 90-minutes in duration. The participants were asked to participate in a Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis for the county. Additionally, they were asked about the following items:

Vision – What is their vision for the future of Tazewell County?

Values – What values are important to Tazewell County?

Mission Critical – What must the county do in the future?

Goals - What do you want to see the county accomplish over the next four years?

The Countywide Elected Officials and County Department Directors conducted a 6-hour planning session during the County's Strategic Planning Process, the session participants participated in the following organized activities:

1. A team building exercise.
2. A vision setting exercise.
3. A mission setting exercise.
4. A department goal setting exercise.
5. The assignment of goal champions.
6. The development of goals the county board should consider.

The County Board, the Countywide Elected Officials, and the County Department Directors conducted a 3-hour planning session on Wednesday, February 19, 2025. During this planning session the participants completed the following organized activities:

1. A team building exercise.
2. A review of the SWOT analysis.
3. A review of the Countywide Elected Officials and County Department Directors Goals for the next four years.
4. A review of the department director's recommended vision statement.
5. A review of the department director's mission statement.
6. A County Vision setting exercise.
7. A County Mission setting exercise.
8. A County Organizational Values setting exercise.

The County Board, the Countywide Elected Officials, and the County Department Directors conducted their second 3-hour planning session on Saturday, February 22, 2025. During this planning session the participants completed the following organized activities:

1. A review of the goals proposed during the focus group sessions.
2. A review of the organizational-wide goals proposed by the Countywide Elected Officials and the County Department Director for the County Board to consider pursuing.
3. A goal setting exercise for the County of Tazewell.
4. A goal alignment and prioritization exercise.

Prior to setting a vision and mission for the county, the session participants reflected upon the following:

1. Countywide Elected Officials and County Department Director Input.
2. Vision statements from other local governments.
3. The county's current vision statement that was adopted in 2014.
4. Mission statements from other local governments.
5. The county's current mission statement that was adopted in 2014.

# VISION STATEMENT:

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A vision statement was defined during the strategic planning sessions as a statement describing where the organization wants to be as a result of what the organization does. It is the roadmap for the county. The vision is what, where, or whom you want the county to become. The Countywide Elected Officials and County Department Directors created a recommended vision statement for the County Board to consider for adoption. The County Board thoughtfully considered the recommendation and the 2014 Vision Statement.

The planning session participants developed the following vision statement for the County of Tazewell:

**“TO BE A SAFE COUNTY WITH EXCEPTIONAL QUALITY OF LIFE WHERE INDIVIDUALS AND BUSINESSES HAVE THE OPPORTUNITY TO PROSPER.”**

## MISSION STATEMENT:

A mission statement was defined in the strategic planning sessions as a statement describing the means of successfully achieving the vision. How you get to where you want to be. What the County of Tazewell does. The Countywide Elected Officials and the County Departmental Directors created a recommended mission statement for the County Board to consider for adoption. The County Board thoughtfully considered the recommendation and the 2014 Mission Statement.

The planning session participants developed the following mission statement for the County of Tazewell:

**“TO PROVIDE QUALITY ESSENTIAL SERVICES, PROTECT THE COUNTY AND ITS RESOURCES, THROUGH RESPONSIBLE STEWARDSHIP WHILE KEEPING THE PEOPLE FIRST IN ALL DECISIONS.”**

Organizational values, also known as guiding principles, were defined during the session as values that describe how the County of Tazewell will achieve its mission and vision. These values will guide team members and the County Board in the decisions they make and the actions they take. They are the tenets that drive the organization’s actions. Prior to determining the County of Tazewell’s Organizational Values, the planning session participants considered samples of other local government organizational values.

Through a John C. Maxwell Values Setting Exercise, the planning session participants identified six organizational values for the County of Tazewell. Fiscal Responsibility, which was a common value that permeated these planning sessions, was added as an additional value to the list:



The following goals were set by each Countywide Elected Official and County Department Director for their department to accomplish over the next four years. A timeline, the goal champions, and the action items that will help the champions to achieve their goals are provided below.

## ANIMAL CONTROL:

### Goal AC-1: Facility improvements:

- Champion(s): Property Committee, County Board, Libby Aeschleman
- Time-frame: Fiscal Year 2026
- Action Items:
  - Improve the quality of space by building or renovating the shelter facility to include more square footage and higher standards of housing for our sheltered animals (FY26) Property Committee and County Board.
  - Create higher quality animal housing (FY26) Aeschleman.
  - Create a comfortable employee workspace (FY26) Aeschleman.
  - Improve equipment (FY26) Aeschleman.

### Goal AC-2: Team support:

- Champion(s): County Board, County Administrator, Libby Aeschleman, Anthony Naylor, Jordan VonRohr, and Mandi Bailey.
- Time-frame: Fiscal Year 2027
- Action Items:
  - Provide tools and resources to increase employee longevity and professional development (FY27).
  - Increase community support (FY27).
  - Improve current systems to support employees (FY27).
  - Add an auxiliary position to ease the increased workload on the staff (FY27) County Board, County Administrator, and Aeschleman.
  - Raise current employee wage scale (FY27) County Board County Administrator, and Aeschleman.
  - Work to reduce animal intake by expanding the TNR Program, the PAP Program, the S/N Program, and VAC Program (FY27).
  - Increase the funding for the Trap, Neuter, and Release Program (TNR) by \$10,000 (FY27) Aeschleman and Naylor.
  - Implement a Pet Assistance Program (PAP) with funding assistance from the Humane Society (FY27) Aeschleman, VonRohr, and Bailey.
  - Implement a Spay/Neuter (S/N) and Vaccine program with \$40,000 in additional funding in order to increase pet retention and pet population and disease (FY27) Aeschleman, VonRohr, Bailey, and Naylor.

Goal AC-3: Implement technology and safety upgrades:

- Champion(s): Libby Aeschleman
- Time-frame: FY2027
- Action Items:
  - Upgrade the computer system (FY27) Aeschleman.
  - Equip the field officers with tablets (FY27) Aeschleman.
  - Upgrade the shelter tracking software (FY27) Aeschleman.
  - Upgrade the radio communication system to ensure officer safety and increase efficiency (FY27) Aeschleman.

## SUPERVISOR ASSESSMENTS:

Goal SA-1: GIS website improvements:

- Champion(s): Jake with CloudPoint, Nicole J, and Jackie W.
- Time-frame: 2025-2026
- Action Items:
  - Create a more user-friendly GIS website (2025-2026).
  - Send out a community survey to determine services that the community wants to see on the GIS Website (2025).
  - Conduct weekly progress meetings until the project is complete (2025-2026).

Goal SA-2: Increase uniformity within the assessment process:

- Champion(s): Kim H., Nicole J., and all Township Assessors.
- Time-frame: 2025-2028 (4-years consistent with the quads)
- Action Items:
  - Work with Township Assessors while using the CAMA Assessment System to make assessments more uniform.
  - Investigate areas that are out of alignment.

Goal SA-3: Improve communication using social media:

- Champion(s): Nicole J. and Kim H.
- Time-frame: 6 months (2025)
- Action Items:
  - Inform people about what is happening in the County and within specific departments (2025).
  - Investigate and advocate for a County social media Page where departments can post updates about due dates, deadlines, share information, and update the county about when projects will be completed. 90 days (2025).
  - If the County social media Page is not possible, then create a departmental social media Page to help inform people about where they are in the tax cycle. 6 months (2025).

Goal SA-4: Improve the CAMA Assessment System:

- Champion(s): Nicole J., Kim H., and Staff
- Time-frame: 2025
- Action Items:
  - Complete the implementation of a new CAMA Assessment System to better serve the County with more up to date cost schedules (Summer 2025).

Goal SA-5: Reduce paper waste and physical storage space:

- Champion(s): Nicole J., and Kim H., and Staff
- Time-frame: 2025
- Action Items:
  - Digitize prior years of mapping to reduce document storage (2025).
  - Digitize the exemption forms and connect them to the parcel numbers to reduce the time it takes for staff to locate the information (2025).

## BOARD CHAIRPERSON:

Goal BC-1: Create a sustainable monetary plan for building and wage expenditures:

- Champion(s): Brett Grimm and Staff
- Time-frame: 90 Days (2025)
- Action Items:
  - Develop and implement a plan that looks three to five years out and budgets money appropriately to prevent rushed decisions (2025). Grimm, Administrator, HR, Maintenance Director, Finance Director, Property Chair, Finance Chair, and HR Chair.



Goal BC-2: Implement a Board Education Program:

- Champion(s): Brett Grimm and Staff
- Time-frame: Begin in 90 days (2025)
- Action Items:
  - Provide budget and finance training to enhance the board's understanding of the budget in a classroom style setting once every 6-months (2025). Treasurer, Finance Department, and Auditor
  - Provide monthly departmental education for the Board that includes the department's mission statement and their organizational charts to help the Board better understand the role and responsibilities of each department (2025). Finance Committee Chair, HR Committee Chair, Administrator, Finance Director, and HR Director

Goal BC-3: Provide Countywide Elected Official and Department Director Support:

- Champion: Brett Grimm
- Time-frame: 90 days (2025)
- Action Items:
  - Meet with department heads every ninety days to remove roadblocks, obstacles, and provide support for them to achieve their goals.

## CIRCUIT CLERK:

Goal CIC-1: Identity the most effective case management system:

- Champion(s): To Be Determined
- Time-frame: 2025-2026
- Action Items:
  - Explore the other departments willingness to consider Tyler Products (2<sup>nd</sup> Quarter 2025).
  - Gather cost estimates and present to the Board Chairman (2<sup>nd</sup> Quarter 2025).
  - Budget necessary funding for implementation and ongoing operating costs (3<sup>rd</sup> Quarter 2025).
  - Develop timeline for staggered implementation department by department (1<sup>st</sup> Quarter 2026).
  - If other departments are not desiring to change, pursue a standalone system that would be more economical for our operation (TBD).

Goal CIC-2: Enhance public access to records:

- Champion(s): Julie
- Time-frame: Following the implementation of Goal CIC-1.
- Action Items:
  - Develop and launch an on-line portal for records access and E-Filing (after CIC-1).
  - Provide on-line access to various portal options provided by the selected case management system (after CIC-1).

Goal CIC-3: Achieve fully digital courts system:

- Champion(s): Julie and Denise
- Time-frame: 2025
- Action Items:
  - Complete the digitalization of all historical records (on-going 2025).
  - Complete the digitalization of the e-filing process (civil is complete and criminal in underway pending state authorization 2025).
  - Implement cloud-based storage solutions (Quarter 4 2025).

Goal CIC-4: Maximize Case Management System capabilities:

- Champion(s): Julie and Cyndi
- Time-frame: 2025-2026
- Action Items:
  - Fully upgrade the Case Management System to streamline processes, reduce back logs, and improve data accuracy (2<sup>nd</sup> Quarter 2026).
  - Implement calendar automation (2<sup>nd</sup> Quarter 2026).
  - Integrate court check-in process with the system (3<sup>rd</sup> Quarter 2026).
  - Investigate the potential for AI to increase efficiency and maximize the productivity of staff time (ongoing 2025-2026).

Goal CIC-5: Increase operational efficiency:

- Champion(s): Caleb
- Time-frame: 2027
- Action Items:
  - After the implementation of Case Management System, conduct an exhaustive internal audit to determine inefficiencies (2027).
  - Implement measures to reduce waiting times and enhance service delivery (2027).

## Goal CD-1: Reduce tangible records:

- Champion(s): Community Development Staff and IT Support
- Time-frame: 2026-2027
- Action Items:
  - Determine the required or desired records to retain electronically
    - (Q1-2026)
    - Chief Deputy/Admin
  - Investigate record disposal and retention process and procedures
    - (Q1-2026)
    - Chief Deputy
  - Identify necessary storage method-server space v. external storage
    - (Q3-2026)
    - Admin, Chief Deputy and IT Support
  - Determine the costs associated with this process
    - (Q3-2026)
    - Admin
  - Budget for the project and/or apply for a grant
    - (Q3-2027)
    - Admin
  - Identify who will convert/scan the documents
    - (Q1-2027)
    - Admin.
  - Complete Scanning
    - (Q4-2027)
    - Consultant

## Goal CD-2: Create a public portal for permits and code enforcement:

- Champion(s): Chief Deputy and Admin
- Time-frame: 2026-2027
- Action Items:
  - Confirm IWORQ security integrated accessibility
    - (Q4-2026)
    - Chief Deputy
  - Identify the costs/budget, online public portal
    - (Q4-2026)
    - Chief Deputy and Admin.
  - Determine information to be collected
    - (Q1-2026)
    - Chief Deputy

- Update online forms
  - (Q3-2026)
  - Admin and Chief Deputy
- Provide a staff responsibility tutorial
  - (Q4-2026)
  - Chief Deputy
- Implement the system
  - (Q1-2027)
  - All Staff

#### Goal CD-3: Implement all paperless processing:

- Champion(s): Admin, Chief Deputy, and All Staff
  - Time-frame: 2025
- Action Items:
  - Determine what items are not paperless
    - (2026)
    - Admin and Chief Deputy
  - Create tracking mechanism for all paperless documents
    - (Q1 thru Q4 -2025)
    - Admin and Chief Deputy.
  - Implement training for the staff
    - (Q2-2025)
    - All Staff
  - Implement paperless processing
    - (Q4-2026)
    - All staff

#### Goal CD-4: Create a BESS (battery energy storage systems) Ordinance:

- Champion(s): Admin and Chief Deputy
  - Time-frame: 2025-2026
- Action Items:
  - Complete research
    - (Q2- 2025)
    - Admin
  - Create the ordinance
    - (Q3-2025)
    - Admin
  - Review with the States Attorney
    - (Q3-2025)
    - Admin
  - Conduct a public hearing
    - (Q4-2025)
    - Admin and Chief Deputy

- Land Use Committee
  - (Q4-2025)
  - Admin and Chief Deputy
- County Board
  - (Q4-2025)
  - Admin

#### Goal CD-5: Create a Carbon Sequestration System Ordinance:

- Champion(s): Admin and Chief Deputy
  - Time-frame: 2025-2026
  - Action Items:
    - Investigate
      - (Q2 2025)
      - Admin
    - Complete research
      - (Q3 2025)
      - Admin
    - Review with States Attorney
      - (Q4 - 2025)
    - Public Hearing, Land Use and County Board
      - (Q1-2026)

#### Goal CD-6: Update Comprehensive Plan:

- Champion(s): All Staff and Tri County Regional Planning
  - Time-frame: 2025-2027
  - Action Items:
    - Identify funding opportunities
      - (Q1-2026)
      - Admin
    - Budget
      - (Q2-2026)
      - Admin
    - Begin Planning
      - (Q3-2026)
      - Admin, Chief Deputy and Tri County
    - Start public outreach and research
      - (Q4- 2026)
      - Tri-County
    - Finalize Plan
      - (Q2 -2027)
      - All Staff, Tri County and County Board

# CORONER:

## Goal CO-1: Continue to strengthen partnerships with local authorities:

- Champion(s): Coroner
  - Time-frame: 2025
  - Action Items:
    - Continue to build and strengthen working relationships with local authorities within the county, state, and the profession (on-going).

## Goal CO-2: Pursue and complete the automation of department records:

- Champion(s): Coroner
  - Time-frame: 2025
  - Action Items:
    - Pursue the complete automation of the department's records (2025).

# COUNTY ADMINISTRATOR:

## Goal CA-1: Contract Management Program:

- Champion(s): County Administrator
  - Time-frame: 2025-2026
  - Action Items:
    - Prepare a request for proposal and initiate bidding process (2025).
    - Review proposals and seek award of a vendor (2026).
    - Implement contract management system (2026)

## Goal CA-2: Develop Records Retention Strategy:

- Champion(s): County Administrator
  - Time-frame: 2026
  - Action Items:
    - Inventory records storage across the organization (2026).
    - Work with departments to evaluate proper records disposal opportunities (2026).
    - Create records storage plan (2026).

# COUNTY CLERK/RECORDER:

## Goal CCR-1: Streamline Board Meetings:

- Champion(s): John Ackerman
- Time-frame: 2026
- Action Items:
  - Update the technology used for board meetings (2026).
  - Reduce the amount of paper used for each meeting (2026).
  - Make the agenda and minutes processes more efficient (2026).

Goal CCR-2: Increase office procedure efficiency:

- Champion(s): John Ackerman
- Time-frame: 2025-2026
- Action Items:
  - Enhance departmental and interdepartmental communication (2025-2026).

Goal CCR-3: Continue to provide valuable services to the citizens of Tazewell County:

- Champion(s): John Ackerman
- Time-frame: 2025
- Action Items:
  - Continue to provide the highest level of customer support

Goal CCR-4: Provide access to E-certified birth/death certificates statewide:

- Champion(s): John Ackerman
- Time-frame: 2026-2027
- Action Items:
  - Continue Collaboration with other interested Counties and vendors to increase awareness (2025-2026)

Goal CCR-5: Enhance grant opportunities and improve budgetary fiscal responsibility:

- Champion(s): John Ackerman
- Time-frame: 2025-2026
- Action Items:
  - Seek grants to use for special projects (2025-2026)

Goal CCR-6: Improve working relationships with other County Officials:

- Champion(s): John Ackerman
- Time-frame: 2025 (Ongoing)
- Action Items:
  - Continue to demonstrate best practices and procedures.
  - Continue to offer an open, inclusive office

## COURT:

Goal COU-1: Reduce the inefficiency and redundancy in the review process:

- Champion(s): Justice Partners (Courts, Jail, IT, Sheriff, SA, PD, Probation, Circuit Clerk)
- Time-frame: 2025 (Ongoing)
- Action Items:
  - Meet with Justice Partners every 120 days (2025 and ongoing) Court Administration.
  - Leverage technology by integrating the same paperless platform (2025).

- Crosstrain (2025 and ongoing).
- Exercise openness to change. Change as necessary and appropriate (2025 and ongoing).

## EMERGENCY MANAGEMENT:

### Goal EMA-1: Increase participation in the NWS Storm Ready Program:

- Champion(s): Director or Deputy Director
- Time-frame: 2025-2027
- Action Items:
  - Increase program participation within the county by a minimum of three businesses or municipalities (2025-2027).
  - Discuss this program at TC Emergency Preparedness Advisory Committee meetings (2025-2027).
  - Meet with interested businesses and municipalities (2025-2027).
  - Assist the interested businesses and municipalities with the application process and the NWS visit (2025-2026).

### Goal EMA-2: Maintain the county emergency operations plan and accreditation with the Illinois Emergency Management Agency:

- Champion(s): Director
- Time-frame: 2025-2026
- Action Items:
  - Renew the accreditation (2026).
  - Edit the plan pursuant to IL Admin 305 that is to be issued in 2025 (2025-2026).
  - Get the plan approved by county partners (2025-2026).
  - Submit the updated plan to the IEMA (2026).
  - Receive the letter of accreditation (2026).

### Goal EMA-3: Implement a mass notification system for Tazewell County Employees and Departments:

- Champion(s): Deputy Director
- Time-frame: 2025-2027
- Action Items:
  - Renew the current group of participants (2025).
  - Train department heads and key staff (2025 and on-going).
  - Encourage the department heads and key staff to utilize the system (2025-2027).
  - Transfer the responsibility of re-training to the department heads (2025).
  - Increase the user rate of the system to 75%. (2025-2027).



Goal EMA-4: Increase EMA Facility Security:

- Champion(s): Director
- Time-frame: 2025-2027
- Action Items:
  - Increase building security by updating the doors, equipment, etc. (2025-2027).
  - Create a capital project budget item (2025-2027).
  - Partner with sheriff's office for a complete facility safety audit (2025).
  - Have the security company perform a safety audit (2025).
  - Bid out the improvements (2026).
  - Receive committee and board approval (2026-2027).
  - Installation of new doors, entry system, security equipment, etc. (2027).

## **FACILITY MAINTENANCE:**

Goal FM-1: Create and implement a facility maintenance plan:

- Champion(s): Assistant Facility Director
- Time-frame: 2025-2026 (Ongoing)
- Action Items:
  - Create and implement an asset, equipment, and facility preventative maintenance and maintenance plan (12 months to complete the plan).
  - Follow-up on plan implementation every two weeks after plan implementation to ensure success (on-going).

Goal FM-2: Create and implement plans for building improvements:

- Champion(s): Facility Director
- Time-frame: 2025-2026 (Continual)
- Action Items:
  - Perform Biweekly building and ground review to observe building and ground conditions. Assess any need for correction and direct maintenance staff to address and perform corrective actions.
  - Perform annual inspections of all county buildings to ensure proper care and maintenance is continued.
  - Generate recommendations for building, asset repairs, and replacement projects to be considered in annual budgets

Goal FM-3: Create janitorial review process:

- Champion(s): Facility Director and Assistant Facility Director
- Time-frame: 2025-2026 (Continual)
- Action Items:
  - Perform weekly inspections of our building and cleaning service performances.
  - Address and correct unsatisfactory performance with our contracted cleaning supervisors.

## Goal FI-1: Create and routinely distribute useful actual v. budget information reports for the use of the Board and the public:

- Champion(s): Mindy Darcy
- Time-frame: 2025-2026
- Action Items:
  - Work with the County Administrator, leadership, and Board Leadership to develop and distribute reports on a quarterly basis and place these reports on the county website (2025).
  - Continue to finetune the reports as necessary to better meet the needs of the county leadership and County Board Members (2026).

## Goal FI-2: Complete and maintain a full inventory of the county's assets:

- Champion(s): Kelly Johnigk and Staff
- Time-frame: 2025-2028
- Action Items:
  - Investigate and implement a system to use to complete a full physical inventory of all county assets per policy guidelines (2025).
  - Investigate the potential revision of the current county inventory and capital asset policy (2025).
  - Complete the full physical inventory (FY2025).
  - Train county personnel on the process of reporting county asset purchases and disposals (2025).
  - Complete an annual update of the inventory records (2026-2028).

## Goal FI-3: Update financial policies and procedures:

- Champion(s): Mindy Darcy
- Time-frame: 2025-2028
- Action Items:
  - Update and present the updated financial policies and procedures to the County Board (2025-2028).
  - Obtain Board approval (2025-2028).
  - Implement the policy and procedures changes (2025-2028).

## Goal FI-4: Improve the budget process and the budget reports provided to the County Board and the public:

- Champion(s): Mindy Darcy and Finance Staff
- Time-frame: 2025-2028
- Action Items:
  - Implement budgeting and capital improvement software to improve the budget process efficiency, decrease the amount of staff time required to produce the budget and associated reports, and increase accuracy and the production of high-quality reports (2025).

- Fully implement the budgeting software and create budget documents that contain a variety of information on the county to include the vision, mission, departmental narratives, long-term plans, etc. (2026).
- Continued improvement and utilization of the budget software to provide budget documents full of useful information using narratives, graphics, visuals, etc. (2027-2028).

Goal FI-5: Begin using purchase orders for county purchases as appropriate:

- Champion(s): Mindy Darcy and Kelly Johnnig
- Time-frame: 2026
- Action Items:
  - Update the policy detailing and dictating the purchase order process (2026).
  - Get Board direction and approval (2026).
  - Implement the purchase order module (2026).
  - Train county staff on the use of the module and the process (2026).

## HEALTH DEPARTMENT:

Goal HD-1: Ensure sustainability by monitoring and understanding public health threats and opportunities:

- Champion(s): Division Directors and Business Operations
- Time-frame: 2025-2026
- Action Items:
  - Achieve pre-pandemic staffing levels by June 30, 2026 (2025-2026) Division Directors.
  - Develop and monthly monitor a budget that meets the needs of the agency including capacity, retention, and expansion of services (2025-2026) Business Operations.

Goal HD-2: Assess and evaluate Public Health practice:

- Champion(s): Division Directors and Planning
- Time-frame: Ongoing
- Action Items:
  - One hundred percent of the divisions will obtain customer/client feedback and develop an annual action plan based on the results (on-going) Division Directors.
  - Ensure the Community Themes and Strengths questionnaire includes two to four questions surrounding the perception of the health department as an agency and our services/programs offered (on-going) Planning.

Goal HD-3: Implement community leadership practice:

- Champion(s): Division Directors
- Time-frame: 2025-2026
- Action Items:
  - One hundred percent of the staff will be trained in and implement the best practices outlined in the NACCHO's Partnership Evaluation Guide (on-going) Division Directors.

Goal HD-4: Increase awareness and exposure to Public Health practice:

- Champion(s): Division Directors
- Time-frame: 2025-2026
- Action Items:
  - Reassess staff on the Core Competency Assessment in May 2025 (2025) Division Directors.
  - Bring exposure to Public Health employment and Intern Opportunities annually (2025-2026) Division Directors.

Goal HD-5: Maintain and improve high quality Public Health practice:

- Champion(s): Division Directors
- Time-frame: 2025-2026
- Action Items:
  - Management will identify and ensure one hundred percent of staff individual training plans include essential job specific training to perform at a quality level and address identified gaps in Core Competency Assessment and PH Wins Assessments annually (2025-2026) Division Directors.
  - Quarterly, the health department management will evaluate policies, programs, and services while implementing strategies of continuous improvement (2025-2026) Division Directors.

## HUMAN RESOURCES:

Goal HR-1: Select a new insurance plan and vendor by September 2026 to increase employee satisfaction:

- Champion(s): Director, HR Committee, and HR Generalist
- Time-frame: 2025-2026
- Action Items:
  - Complete the review of the current plan and identify issues (Sept 2025) Director.
  - Issue an RFP for plans and vendors (Jan 2026) Director.
  - Present the information for review (Feb 2026) Director.
  - Select a plan (March 2026) Committee.
  - Create plan summaries and premiums (April 2026) HR Generalist.
  - Hold open enrollment (Nov 2026) HR Team.

Goal HR-2: Set-up wellness and health fair:

- Champion(s): All Staff, Committee, HR Generalist, Director
- Time-frame: 2025
- Action Items:
  - Develop wellness program and incentive designed to increase participation and follow-through by twenty-five percent (July 2025) Director.
  - Select wellness provider (August 2025) HR Committee.
  - Secure fair location (September 2025) HR Generalist.
  - Email communication to the team (September 2025) HR Generalist.
  - Conduct the event (October 2025) All Staff

Goal HR-3: Improve the completion rate of annual training by fifty percent by 2026:

- Champion(s): HR Generalist and All Staff
- Time-frame: 2025-2026
- Action Items:
  - Assign annual electronic training (June 2025) HR Generalist.
  - Verify weekly completion rate (on-going) HR Generalist.
  - Communicate compliance with each department director monthly (on-going) HR Generalist

## INFORMATION TECHNOLOGY:

Goal IT-1: Hardware Lifecycle Plan/Implementation

- Champion(s): IT Manager and Heart Technologies
- Time-frame: 2025-2029
- Action Items:
  - Planning (Workstations, servers, switches, printers, copiers and WiFi upgrades)
    - Q3-2025
    - Community Development Director and Heart Technologies
  - Budgeting
    - Annually Q2/Q3 – 2025 thru 2029
    - Community Development Director and Heart Technologies
  - Deployment
    - Annually Q1 (2025-2029)
    - Heart Technologies

Goal IT-2: Intranet/Sharepoint Implementation:

- Champion(s): Community Development Director and Heart Technologies
- Time-frame: 2025-2026
- Action Items:
  - Investigate options for shared space.
    - (Q3-2025)
    - Community Development Director and Heart Technologies

- Create Joint Space
  - (Q2-2026)
  - Heart Technologies
- Determine Contents of Sharepoint
  - (Q2-2026)
  - Administration, Managers and Elected Officials
- Roll-out
  - (Q4-2026)

### Goal IT-3: Technology Training

- Champion(s): Community Development Director
- Time-frame: 2025-2026
- Action Items:
  - Survey – Training Needs
    - (Q3-2025)
    - Community Development Director
  - Create Training Plan
    - (Q4-2025)
    - Community Development Director and Heart Technologies
  - Host Training Opportunities
    - 2026
    - Heart Technologies

### Goal IT-4: Security Enhancements:

- Champion(s): Community Development Director and Heart Technologies
- Time-frame: 2025
- Action Items:
  - Implement Password Manager
    - (Q3 2025)
    - Community Development Director and Heart Technologies
  - Review and Update IT Policies/Response Plan
    - (Q4- 2025)
    - Community Development Director, Heart Technologies and County Administrator

## PROBATION/ COURT SERVICES:

### Goal PCS-1: Upgrade the Case Management System:

- Champion(s): John and Management Staff
- Time-frame: 2025-2026 (12 to 18 months)
- Action Items:
  - Seek out appropriate vendors (2025) John and Management Staff.
  - Schedule demonstrations and obtain quotes for implementation (2025) John.
  - Place this in the FY26 County Budget (2025-2026) John.

- Implement the new system (2026) John and Management Staff.

Goal PCS-2: Create three department employee teams to enhance departmental culture:

- Create three employee teams and invite all employees to participate. These three teams will focus on employee onboarding, recruitment and retention, and employee engagement (March 2025) John.

Goal PCS-3: Collaborate with the County Finance Department to get the department budget in line with recently updated state standards:

- Champion(s): John, Robert, and Justin
- Time-frame: 2025
- Action Items:
  - Begin working with the Finance Department on meeting these new standards during the 2026 budget process beginning in July 2025 with completion in October (2025) John, Robert and Justin.

## TREASURER'S OFFICE:

Goal TO-1: Improve tax collection efficiency and revenue management:

- Champion(s): Treasurer and Chief Deputy Collector
- Time-frame: 2025 (One year)
- Action Items:
  - Improve the on-line tax collection process by twenty percent through providing more payment options with lower fees (2025).
  - Reduce delinquent accounts by ten percent through proactive outreach notifications to increase public awareness of payment deadlines (2025).
  - Conduct monthly progress meetings though the tax collection season (2025).

Goal TO-2: Implement operational efficiency and technology improvements:

- Champion(s): Treasurer and Chief Deputy Treasurer
- Time-frame: March 2025-2027
- Action Items:
  - Modernize and streamline the accounts payable process by implementing ACH Payments to vendors to reduce processing time and unclaimed checks by twenty-five percent (2025-2027).
  - Assist payroll in integrating into MIP (2025-2027).
  - Create policies and procedures for all staff involved with ACH details and maintenance (2025-2027).
  - Conduct monthly project progress meetings (2025-2027).



### Goal TO-3: Conduct prudent investment and fund management:

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- Champion(s): Treasurer
- Time-frame: 2025-2025
- Action Items:
  - Diversify investments while ensuring security and liquidity (2025-2028).
  - Optimize interest earned on county funds by twenty-five percent by enhancing investment strategies for a better return (2025-2028).
  - Maintain adequate reserves for emergencies (2025-2028).
  - Conduct quarterly check-ins with each department about their investment needs, forecasted projects, and expenditures (2025-2028).
  - Prepare monthly reports for the departments and the Board (2025-2028).

## VA COMMISSION:

### Goal VA-1: Make sure all VA Commission Employees are properly trained:

- Champion(s): Director
- Time-frame: 2025 (On-going)
- Action Items:
  - Ensure staff are properly trained for the positions they hold in the office (on-going).
  - Make sure VSOs obtain their continuing education every year (on-going).
  - Ensure the Administrative Assistant continues professional development training every year (on-going).

### Goal VA-2: Become an official VSO Office:

- Champion(s): Director
- Time-frame: Fall 2025
- Action Items:
  - Become an official VSO Certified Office, when school opens back up in the fall of 2025 (2025).

### Goal VA-3: Maintain a polite and courteous office:

- Champion(s): Director and All staff
- Time-frame: 2025 (On-going)
- Action Items:
  - Treat each veteran and veteran's family members with ultra respect when they come into the office (on-going).
  - Provide and evaluate a customer satisfaction survey (2025).



# ORGANIZATIONAL GOALS

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The planning session participants completed a goal-setting exercise designed to identify goals they want the county-wide organization to accomplish over the next four years.

Each participant assigned a priority ranking for each goal. The top ten goals were selected by the County of Tazewell as being the most important to pursue and accomplish over the next four years.

Champions were assigned to each goal to ensure accountability and progress after the completion of this exercise.

The top ten organizational-wide goals with their priority ranking are highlighted below in descending order:

Priority Ranking	Goal
19	Improve, repair, maintain, and modernize the County Facilities.
16	Invest in our people's salaries.
14	Upgrade the budget and agenda management software.
13	Construct a new courthouse.
12	Implement a County Board Member Education and Mentoring Program.
12	Update the County Website and create on-line payment opportunities.
9	Promote Health Department services.
8	Develop an economic development/growth Vision and Strategy.
7	Update Countywide policies and Rules Committee work.
6	Support Countywide Broadband development.

The following goals were also discussed during the planning session but were not prioritized by the planning session participants to pursue over the next four years. They are included here for reference purposes only:

<b>Priority Ranking</b>	<b>Goal</b>
6	Hire a grant administrator/lobbyist.
6	Conduct regular meetings with the Board and Countywide Elected Officials.
4	Conduct a bi-centennial celebration.
3	Educate the public on assessments and finance.
3	Install bus stop benches.
3	Utilize social media for public outreach.
2	Investigate a central management system.
2	Provide improved financial reporting.

# COUNTYWIDE ORGANIZATIONAL GOALS

Goal (TC-1): Improve, repair, maintain, and modernize the County Facilities.

Action Item	Time Frame	Champion
Conduct a comprehensive review of each facility to determine current and future capital needs	2025	Facilities Director, County Administrator, Board Chair
Create a capital replacement schedule for all facilities	2025	Facilities Director, County Administrator, Board Chair
Prioritize annual facility maintenance and improvements.	2025-2028	County Administrator and Board Chair
Budget for annual improvements.	2025-2028	County Board, Facilities Director and Finance Director
Complete prioritized facility improvements.	2025-2028	Facilities Director and County Administrator

Goal (TC-2): Invest in our people's salaries.

Action Item	Time Frame	Champion
Complete a total classification and compensation study that includes a compression analysis.	2025	HR Director & Review Group (HR Committee Chair, County Administrator, HR Director, ACA/Finance Director, Circuit Clerk, Health Administrator, & HR Generalist)
Complete a pay plan progression system.	2025	HR Director & Review Group
Complete an employee benefits analysis.	Q3 2025 - 2026	HR Director & Review Group
Implement a salary/wage increase based upon the results of the study on an annual basis in order to maintain competitive wages	2025-2028	HR Director, Review Group, Board Chair, and County Board

Goal (TC-3): Upgrade the budget and agenda management software.

Action Item	Time Frame	Champion
Implement budget software	2025-2026	Finance Director
Train countywide department staff on the proper utilization of the new budget software.	2025-2026	Finance Staff
Issue RFP and purchase a new agenda management system.	2027	County Administrator County Clerk
Implement the new agenda software program.	2027	County Administrator County Clerk
Train the countywide departments and each County Board member on the full and proper utilization of the software program.	2027	County Administrator County Clerk

## Goal (TC-4): Construct a new courthouse.

Action Item	Time Frame	Champion
Complete the project design and bid documents.	Q2 2025	Board Chair, JCA Executive Group
Determine alternate bids to be accepted and update contract amount	Q2 2025	Board Chair, County Board, JCA Executive Group
Oversee new facility construction.	2025-2027	County Administrator and Facility Director
Create office relocation plan to consolidate buildings.	2025	Board Chair, County Administrator, and Facility Director
Create plan for facilities that will no longer be needed.	Q1-2026 – Q2 2026	County Administrator and Facility Committee.
Move functions into the new facility	Q2 2027	Facility Director
Make renovations to facilities to accommodate office relocations	2026-2027	Facilities Director
Move offices according to relocation plan	2027	Facilities Director
Implement plan to begin closing the unnecessary county property and facilities.	2027-2028	County Administrator, Facility Director, and County Board

**Goal (TC-5): Implement a County Board Member Education and Mentoring Program.**

Action Item	Time Frame	Champion
Create and implement a county board member mentorship program.	2025	Board Chair and Executive Committee
Conduct survey of board members to help prioritize topics	2025	Board Chair and County Administrator
Create a board member education plan	2025-2028	Board Chair and County Administrator
Conduct monthly 10-to-15 minute departmental educational sessions at each County Board Meeting.	2025-2028	Board Chair and County Administrator
Provide on-going financial, budgetary, and tax levy educational sessions every 6-months during the County Board Meetings.	2025-2028	Finance Director and County Administrator

Goal (TC-6): Update the County Website and create on-line payment opportunities.

Action Item	Time Frame	Champion
Investigate additionally desired updates to the county's website.	2025	County Administrator
Budget for website updates.	2025	County Administrator
Integrate a "How do I" function on the county website to enhance the user's experience.	2026	County Administrator
Update "About Tazewell" section	2026	County Administrator
Create a useful and functional Intranet on the county website for employees.	2026	Community Development Director
Review ability to standardize and add additional online payment options	2026	Finance Director and countywide elected officials/department directors



## Goal (TC-7) Promote Health Department services.

Action Item	Time Frame	Champion
Prioritize Health Department Services to Promote on an Annual Basis.	2025	Health Department Director
Budget for annual promotions.	2026-2029	Health Department Director
Integrate a “How do I” function on the county website to enhance the user’s experience.	2026-2029	Health Department Director
Track and compare the utilization of services before and after the promotions to measure for impact.	2026-2029	Health Department Director

Goal (TC-8) Development an economic development/growth vision and strategy.

Action Item	Time Frame	Champion
Conduct exploratory economic development strategy discussions with municipal leaders.	2026	County Administrator and Board Chair
Explore the preferred economic development role of the County with the Greater Peoria Economic Development Council.	2026	County Administrator and Board Chair
Set a county economic development/growth vision for the County.	2026	County Administrator and Board Chair
Create economic development strategic action items to pursue to support the economic development vision.	2026	County Administrator and Board Chair
Budget for the incremental completion of the economic development and growth strategic items.	2027-2029	County Administrator and Finance Director

Goal (TC-9) Update Countywide policies and Rules Committee work.

Notes: Finance Committee in charge of Financial Policies & HR  
Committee in charge of HR Policies

Action Item	Time Frame	Champion
Conduct a review of existing countywide policies and identify policies that need to be eliminated and updated.	2025-2026	County Administrator and Rules Committee
Prioritize and schedule policies to be addressed	2025-2026	Applicable Standing Committee?
Update and eliminate policies and/or rules based upon priority.	2025-2027	County Administrator and Rules Committee

## Goal (TC-10) Support Countywide Broadband development.

Action Item	Time Frame	Champion
Develop and promote a countywide broadband internet support policy.	2025-2026	County Administrator and Board Chair
Determine funding for broadband development assistance	2026-2028	County Administrator
Solicit broadband vendors to provide broadband services to underserved areas with the county.	2026-2028	County Administrator
Actively apply for economic and political support to serve the underserved population within the county.	2025-2028	County Administrator and County Chair
Increase broadband accessibility offered to our underserved population by an additional 20% by 2029.	2029	County Administrator and County Chair

# REGULAR PERIODIC REPORTING SYSTEM:

The planning session agreed on the importance of routinely updating the County Board and the community on the progress made toward each goal within this plan on a regular basis. The participants agreed to provide scheduled reports every three months on each of these goals after the adoption of the plan.

## SUCCESS RECOMMENDATIONS:

The following are recommendations to assist the County of Tazewell achieve successful completion of these important goals:

- Regularly discuss each goal with the champion(s) assigned to the goal.
- Link goals and action items to the annual budget process.
- Link goals and action items to the agenda action forms for each County Board meeting.
- Incorporate language into the recital clauses (whereas verbiage) of county ordinances and resolutions when the ordinance and resolution are linked to a specific goal and/or objective.
- Create a one-pager scorecard that can be checked off when substantial progress is made, or the goal is completed and publish that scorecard on the updated county website.
- Celebrate the accomplishment of each goal and/or action items and notify the public.
- Evaluate the county's commitment to the goals on an annual basis and modify as required.
- **Work the plan: For a strategic plan to work, you have to work the plan.**

**COMMITTEE REPORT**

Mr. Chairman and Members of the Tazewell County Board:

Your Executive Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

-----  
**RESOLUTION**

WHEREAS, the Executive Committee recommends to the County Board to approve a Reciprocal Agreement on Exchange Information with the Illinois Department of Revenue; and

WHEREAS, a Reciprocal Agreement on Exchange of Information is an agreement between a county to share financial information that was obtained pursuant to the Illinois Retailers' Occupation Tax Act, the Service Occupation Tax Act, the Use Tax Act, and the Service Use Tax Act or the Simplified Municipal Telecommunications Tax Act on taxpayers or telecommunications providers doing business within their taxing jurisdiction; and

WHEREAS, the sales tax agreement entitles a municipality or county to request information regarding the amount of sales tax they received from a taxpayer registered to report sales tax within the municipality's or county's taxing jurisdiction; and

WHEREAS, the information received by the County under the agreement is confidential and shall only be shared with authorized persons designated by the chief executive officer of the municipality or county.

WHEREAS, the County Board authorizes access to the County Treasurer, County Administrator, and Assistant County Administrator.

THEREFORE BE IT RESOLVED that the County Board Chairman execute the attached Reciprocal Agreement and forms necessary to effectuate the recommendations outlined above.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, Finance Office, Treasurer and the Auditor of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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

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

**RECIPROCAL AGREEMENT ON EXCHANGE OF INFORMATION  
BETWEEN THE COUNTY OF TAZEWELL  
AND THE  
ILLINOIS DEPARTMENT OF REVENUE**

The Illinois Department of Revenue (the "Department"), in accordance with the statutes of the State of Illinois, agrees to share under the terms of this Reciprocal Agreement on Exchange of Information (the "Reciprocal Agreement") with the County of Tazewell (the "County") financial information obtained pursuant to the Illinois Retailers' Occupation Tax Act, the Service Occupation Tax Act, the Use Tax Act, and the Service Use Tax Act (the "Tax Acts"). For purposes of this Reciprocal Agreement, "financial information" means the following information for each retailer or serviceman in the County: (1) the business name; (2) the business address; (3) the standard classification number assigned to the business; (4) net revenue distributed to the requesting county that is directly related to the requesting county's local share of the proceeds under the Use Tax Act, the Service Use Tax Act, the Service Occupation Tax Act, and the Retailers' Occupation Tax Act distributed from the Local Government Tax Fund, and, if applicable, any locally imposed retailers' occupation tax or service occupation tax; and (5) a listing of all businesses within the requesting county by account identification number and address.

It is further agreed that all information exchanged will be used only for the official purposes of the State and of the County and shall be kept confidential in accordance with the Tax Acts. Each party agrees to take appropriate steps to protect from unauthorized disclosure the tax information obtained pursuant to this Reciprocal Agreement and to destroy it when no longer needed by shredding or other appropriate means.

The County agrees to follow the procedures to protect the confidentiality of information provided in "Minimum Standards Required to Safeguard Information Given as a Result of a Reciprocal Agreement on the Exchange of Information," which is incorporated into this Reciprocal Agreement as Attachment A. Both parties understand and agree that the Department will not provide any information under this Reciprocal Agreement to the County unless and until the County signs Attachment A.

It is agreed that only the chief executive officer of the County will initiate a Reciprocal Agreement with the Department. Information provided to the County under this Reciprocal Agreement may be shared with or viewed by only persons who are directly involved in the financial operations of the County, including County employees, and persons, such as attorneys or accountants, retained by the County. The information provided shall not, however, be shared with or viewed by any person who is compensated by the County for services rendered on a contingent basis or any other similar method that may impair that person's independence or the perception of that person's independence. The chief executive officer shall provide the Department with a list of names and official titles of persons designated by him or her as persons exclusively authorized to request, view, or receive financial information on his or her behalf. The list shall be on County letterhead and shall be signed by the chief executive officer. The information provided by the Department shall not be viewed by or shared with anyone who

is not on the list. Each person designated to request, view, or receive financial information must acknowledge to the Department that he or she received and reviewed this Reciprocal Agreement and understands the legal and contractual obligation to maintain the confidentiality of this information by signing and returning Attachment B, which attachment shall be incorporated into this Reciprocal Agreement. The Department agrees to provide the County with a written list showing the names and official titles of Department employees designated by it to request, view, or receive financial information from the County. Both parties agree to furnish additions to and deletions from the lists as they occur. It is agreed that no information provided under this Reciprocal Agreement will be provided by telephone or pursuant to a telephone request.

Both parties understand and agree that the Department will not provide any information under this Reciprocal Agreement to the County unless and until the County provides:

- a signed copy of this Reciprocal Agreement;
- a signed copy of Attachment A;
- a list of names and official titles of persons exclusively authorized to request, view, or receive financial information on County letterhead, signed by the chief executive officer; and
- a completed and signed Attachment B for each person designated by the chief executive officer of the County as authorized to request, view, or receive financial information.

It is further agreed that either party for administrative reasons may refuse to share information.

This Reciprocal Agreement may be canceled by either party at any time and will be canceled in

the event of any unauthorized use or disclosure (verbally, in writing, or by any other means) of confidential financial information obtained pursuant to this Reciprocal Agreement or failure to abide by the procedures set forth by the Department for safeguarding the confidentiality of such confidential financial information.

Illinois Department of Revenue

\_\_\_\_\_  
County

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Executive of the County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of the County

\_\_\_\_\_  
Date



## **ATTACHMENT A**

### **MINIMUM STANDARDS REQUIRED TO SAFEGUARD INFORMATION GIVEN AS A RESULT OF A RECIPROCAL AGREEMENT ON THE EXCHANGE OF INFORMATION**

1. All requests for information under the Reciprocal Agreement on the Exchange of Information (the “Reciprocal Agreement”) will be in writing, on letterhead of the County and addressed to the Local Tax Allocation Division at the Illinois Department of Revenue (the “Department”).
2. Information received under the Reciprocal Agreement will be kept in a locked storage facility, e.g., locked file cabinet, closet, or desk that is only accessible by persons authorized under the Reciprocal Agreement to receive information. Any information stored in an electronic format shall be password protected and restricted to only those persons authorized under the Reciprocal Agreement to receive information.
3. Any County that receives information under the Reciprocal Agreement will promptly notify the Department when a person who has been authorized to receive information under the Reciprocal Agreement, leaves employment of the County or otherwise is no longer authorized by statute or by the County to receive the information.
4. Any County that receives information under the Reciprocal Agreement will report to the Department any possible or suspected breach of confidentiality of the information as soon as possible, but no later than the close of business on the business day following the date of discovery.
5. The proper method for destruction of information that is no longer needed is shredding or destruction of the CDs.
6. Any County that receives information under the Reciprocal Agreement will not share the information with or allow the information to be viewed by any person who is compensated by the County for services rendered on a contingent basis or any other similar method that may impair that person's independence or the perception of that person's independence.

7. Any person who divulges confidential information in any manner, except in accordance with a proper judicial order or as otherwise provided by law, is guilty of a Class B misdemeanor with a fine not to exceed \$7,500.00 per disclosure. Confidential information includes any information collected by the Department from any return or investigation other than name and address of the taxpayer. Disclosure of confidential information to County Employees, contractors, or vendors who are not explicitly authorized to view such information under the Reciprocal Agreement constitutes unauthorized disclosure.
8. Information received under the Reciprocal Agreement is exempt from disclosure under section 7(1)(a) of the Freedom of Information Act (FOIA). Section 11 of the Retailer's Occupation Tax Act (ROTA) specifically prohibits disclosure of this information. To ensure uniform responses among recipients of confidential tax information, a County that receives a FOIA request for information received under the Reciprocal Agreement shall (a) deny the request pursuant to section 7(1)(a) of FOIA; (b) notify the Department of Revenue of the request; and (c) keep the Department apprised of any proceedings instituted to compel the release of information under FOIA.

The County of Tazewell agrees to abide by the aforementioned standards in safeguarding the information that it receives pursuant to the Reciprocal Agreement, which it has entered into with the Illinois Department of Revenue.

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Signature

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Title

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Date

## ATTACHMENT B

### Acknowledgment of Restrictions on Use and Disclosure of Confidential Financial Information

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I, \_\_\_\_\_, am currently employed as [a][an] \_\_\_\_\_ with County of Tazewell “County”[name of non-government entity]. I am authorized under the Reciprocal Agreement on Exchange of Information between Tazewell County and the Illinois Department of Revenue to request, view, or receive confidential financial information on behalf of the County. I have received and reviewed the Reciprocal Agreement on the Exchange of Information and I understand its terms.

By my signature below I acknowledge that the unauthorized use or disclosure of confidential financial information obtained under the Reciprocal Agreement is prohibited by law. I further acknowledge that any person who divulges confidential financial information in any manner, except pursuant to a court order or as otherwise authorized by law, is guilty of a Class B misdemeanor and subject to a fine of up to \$7,500 per disclosure. I understand that disclosing confidential financial information to persons who are not explicitly authorized under the Reciprocal Agreement constitutes unauthorized use and disclosure.

Employer: (Please print) \_\_\_\_\_

Position/Title: (Please print) \_\_\_\_\_

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Date]

**COMMITTEE REPORT**

Mr. Chairman and Members of the Tazewell County Board:

Your Executive Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

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**RESOLUTION**

WHEREAS, the County's Executive Committee recommends to the County Board to approve the attached Road Use Agreement for Catmint Solar, LLC; and

WHEREAS, Catmint Solar, LLC was approved by the County Board for Special Use on May 31<sup>st</sup>, 2023 and a two-year extension approved June 26<sup>th</sup>, 2024; and

WHEREAS, the Catmint Solar, LLC is a 5MW Community Solar project to be located at 3960 Springfield Rd. in Groveland Township; and

WHEREAS, Dan Parr, Tazewell Highway Engineer, has reviewed the agreement and has approved of the terms; and

WHEREAS, Mike Holly, Deputy Chief State's Attorney has also reviewed and approved of the agreement.

THEREFORE, BE IT RESOLVED that the County Board approve this recommendation

BE IT FURTHER RESOLVED that the County Clerk Notified the County Board Office, Highway Department, Community Development and the Auditor of this action.

PASSED THIS 28<sup>th</sup> DAY of May, 2025.

ATTEST:

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TAZEWELL COUNTY CLERK

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COUNTY BOARD CHAIRMAN



**COUNTY OF TAZEWELL**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

**Jaclynn Workman, Administrator**

**11 South 4<sup>th</sup> Street, Room 400, Pekin, Illinois 61554**

**Phone: (309) 477-2235 / Email: [zoning@tazewell-il.gov](mailto:zoning@tazewell-il.gov)**

**TO: Chairman Grimm and Executive Committee**

**FROM: Jaclynn Workman, Administrator**

**DATE: May 15<sup>th</sup>, 2025**

**SUBJECT: Road Use Agreement – Catmint Solar, LLC**

Please find attached the Road Use Agreement for Catmint Solar, LLC, the 5MW solar farm approved by the County Board for Special Use May 31<sup>st</sup>, 2023, and two-year extension granted June 26<sup>th</sup>, 2024, to be located at 3960 Springfield Rd. in Groveland Township.

Both your Tazewell County Highway Engineer and staff of the State's Attorneys office have reviewed the terms of the Road Use Agreement (RUA) and find the terms and conditions acceptable. This agreement is between the developer and Tazewell County for county highways traversed during construction of the Catmint Solar, LLC project.

In summary, the Developer agrees to maintain the all-County Highways throughout construction. Maintain the entrance to the project, keeping it clear of debris, equipment, vehicles, etc. The entrance and road will be kept clear of the accumulation of sediment and if necessary, removal from roadways by the end of each working day. Catmint Solar will provide the County with financial security in the amount of \$150,000.00 which may be drawn upon in the event the developer does not make appropriate repairs in a timely manner. Please review the full agreement for all terms and conditions.

Please feel free to contact me or Dan Parr at your convenience if you have further questions.

**JW**

**11 South Fourth Street ~ McKenzie Building ~ Suite 400 ~ Pekin, Illinois 61554**  
**Phone: (309) 477-2235 ~ Fax: (309) 477-2358 ~ E-Mail: [jworkman@tazewell-il.gov](mailto:jworkman@tazewell-il.gov)**

## Catmint Solar –Tazewell County Road Use Agreement

This **ROAD USE AGREEMENT** (“**Agreement**”) entered into this \_\_\_\_ day of \_\_\_\_\_ by and between Catmint Solar, LLC, a Delaware limited liability company (“**Catmint Solar**”) and Tazewell County, Illinois, a body corporate and politic acting by and through its Board (the “**County**”), for the use of approximately one mile of Springfield Road (shown below as Exhibit A) for the access to the proposed location during the construction of a solar farm (“**Project**”) located at PIN 05-05-22-200-001 with an approximate address of 20660 Eisele Road East Peoria, IL 61611, hereby provides for the following:

1. The maximum weight limit on Springfield Road will be 80,000 lbs.
2. Tazewell County will permit access to the solar farm from Springfield Road, exact access location to be determined in final design to be approved by the Tazewell County Engineer, currently represented by Exhibit B.
3. This Agreement shall serve as approval from Tazewell County of the preliminary type, size and location of the entrance culvert and entrance road as shown in Exhibit C, attached. Catmint Solar shall provide the Tazewell County Engineer the final design of the type, size and location of the entrance culvert and entrance road at least fourteen (14) days prior to beginning construction. Should the Tazewell County Engineer have any objections to the final design of the type, size and location of the entrance culvert and entrance road provided by Catmint Solar, the parties shall reasonably cooperate to address such objections.
4. Catmint Solar shall be responsible for any damages to Springfield Road or other County roads to the extent directly resulting from the construction of the Project and pay for all repairs reasonably necessary to restore the roads to the condition that were in prior to the activities of Catmint Solar.
5. Catmint Solar shall sign all highway work zones and closures in accordance with the Manual on Uniform Traffic Control Devices and the Illinois Department of Transportation Supplement to the Manual on Uniform Traffic Control Devices in accordance with the Illinois Compiled Statutes and current Illinois Department of Transportation Traffic Control Standards.
6. Catmint Solar shall keep the portion of Springfield Road or other County roads used by Catmint Solar or its representatives, clear, by removing all mud, dust, dirt, spilled or tracked construction materials, garbage, obstructions or other hazards, within a reasonable time period following written notice from the County.
7. Catmint Solar shall be responsible for the installation and ongoing maintenance of the entrance(s) to the Project real estate, including but not limited to all surface

aggregate, shoulders, slopes, and culverts, for the duration of the Project's operational life. Catmint Solar shall ensure that the entrance(s) remain in a safe and drivable condition, free from any hazards or obstructions that may impede vehicular access. In the event that the Project is decommissioned or otherwise reaches the end of its operational life, Catmint Solar shall be responsible for the removal of all entrance(s) to the Project real estate, including but not limited to all surface aggregate, shoulders, slopes, and culverts.

8. Catmint Solar shall prohibit the use of the Springfield Road right of way as storage or staging areas and as parking areas for vehicles and equipment of all contractors, sub-contractors, employees, agents, material suppliers, vendors, transport providers, representatives and designees.
9. Catmint Solar shall take such measures as are reasonably required and within a reasonable time period during an extended work suspension to provide for safe vehicular travel on County roads as directed by the County for such County roads damaged as a direct result of the Project. The extended work suspension may be caused by but not limited to seasonal weather conditions, "acts of God", or labor disagreements.
10. If repairs to Springfield Road or other County roads are deemed necessary directly because of activity of Catmint Solar, the Tazewell County Engineer will determine the nature of repairs reasonably required (the "**Required Repairs**") and will notify Catmint Solar.
11. The Tazewell County Engineer will provide an itemized invoice for the costs of any Required Repairs at the standard rates. Catmint Solar shall make payment with thirty (30) days after receipt of such itemized invoice.
12. Prior to the beginning of construction of the Project, Catmint Solar shall provide to the County financial security in the form of one Surety Bond in the amount of One Hundred and Fifty Thousand Dollars (\$150,000.00) which the County may draw against in the event and only to the extent that Catmint Solar fails to pay for the repair and/or restoration expenses for Springfield Road or other County roads in accordance with the terms of this Agreement. The Surety Bond shall be issued by a bank, or other financial entity with a rating of AA or better reasonably acceptable to the County.

The Surety Bond shall remain in place from a date thirty (30) days prior to the beginning of construction of the Project, including the transportation of materials or equipment on the Roads that are subject to this Agreement until a date one year after the completion of the Project in the County, or the effective date of a full settlement and release of road issues executed by the County and Catmint Solar,

whichever is later. For avoidance of doubt, the completion date shall be the date that the entire Project is placed into service. The County agrees to deliver any certification required for the surrender of the Surety Bond or release when Catmint Solar is no longer required to provide the Surety Bond pursuant to the terms hereof, or the terms of the Surety Bond.

For so long as Catmint Solar is required to maintain the Surety Bond pursuant to the terms hereof, in the event that, pursuant to the terms of such Surety Bond, the County shall be entitled to draw down the full outstanding amount of such Surety Bond as a direct result of Catmint Solar's failure or default to repair or restore Springfield Road in accordance with the terms of this Agreement. The County shall not make any claim on said Surety Bond until sixty (60) days after the mailing of a written notice to Catmint Solar specifying a default hereunder by Catmint Solar, during which sixty (60) days Catmint Solar may cure such default.

13. Catmint Solar shall at all times throughout the term of this Agreement maintain in full force and effect, the following insurance:

- a. If Catmint Solar has employees, workers compensation and employers liability insurance covering all employees engaged in the work to the limits required by the applicable laws in the State of Illinois;
- b. Automobile Liability insurance covering all motor vehicles, including owned, hired and non-owned autos operated and/or licensed or leased by Catmint Solar and engaged in constructing or overseeing construction of the Project. Limits of liability shall not be less than a combined single limit of Two Million Dollars (\$2,000,000) for the accidental death of one or more persons, or damage to or destruction of property as a result of one accident; and
- c. Commercial General Liability Insurance with minimum limits of Ten Million Dollars (\$10,000,000) per occurrence and Ten Million Dollars (\$10,000,000) in the aggregate covering the activities of the Catmint Solar contemplated by this Agreement, without restricting the generality of the foregoing, such coverage shall include, but not be limited to bodily injury and property damage, products and completed operations and contractual liability.
- d. General Provisions applicable to the foregoing insurance requirements:
  - i. Catmint Solar may utilize any combination of primary and/or excess insurance to satisfy the above requirements.
  - ii. If requested, evidence of such insurance shall be submitted to the County prior to the initiation of any work or transportation of any materials or equipment on Springfield Road or other County roads.
  - iii. The County and its officers, employees, elected or appointed officials and agents shall be named as additional insureds with respect to the Commercial General Liability.



14. Catmint Solar shall hereby release and agrees to indemnify and hold harmless the County and their respective officers, employees, elected or appointed officials and agents and their respective heirs, executors, administrators, successors and assigns from any and all actions, cause of action, suits, claims, expenses and demands against the County directly arising out of or relating to the use, construction, modifications, repair or improvement by Catmint Solar of any road subject to this Agreement or performance by Catmint Solar or its contractors, sub-contractors, employees, agents, representatives and designees of their obligations under this Agreement.
15. The Parties intend that all construction traffic related to the Project shall exclusively use the routes designated herein and shall not use any other County roads other than those so designated (except on a temporary basis in the event of an emergency). Construction traffic shall mean any traffic in support of the Project, including travel by workers to and from any job site in vehicles weighing five (5) tons or more. In the event any unauthorized construction vehicle of Catmint Solar or its contractors, sub-contractors, employees, agents, material suppliers, vendors, transport providers, representatives and designees uses a non-designated County road, then the County in its reasonable discretion may give written notice to Catmint Solar of the time and place of such use, the specific identity of the vehicle, and the owner and/or operator making use of such road, and the County may impose a fine of \$500.00 per occurrence on Catmint Solar to be paid within thirty (30) days of the date of such written notice; provided, however, that on the first occurrence of any unauthorized use of a road as set forth in this subsection, the County shall issue a warning to the operator of the offending vehicle, with a copy provided to Catmint Solar.
16. General
- a. Failure of either party to this Agreement to insist upon the strict and prompt performance of the terms, covenants, agreements and conditions herein contained or any of them upon the other party imposed, shall not constitute or be construed as a waiver or relinquishment of either party's right thereafter to enforce and such terms, covenants, agreements and conditions, but the same shall continue in full force and effect.
  - b. If any provision of this Agreement is held invalid under any applicable law, such invalidity shall not affect any other provision of this Agreement that can be given effect without the invalid provision and, to this end, the provisions hereof are severable.

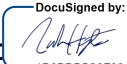
- c. No amendment or modification to this Agreement or waiver of a party's rights hereunder shall be binding unless it shall be in writing and signed by the party against whom enforcement is sought.
- d. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective successors and permitted assignees. This agreement may not be assigned without the written consent of the other party.
- e. This Agreement shall be governed by and interpreted in accordance with the laws of the state of Illinois, irrespective of any conflict of law's provisions.
- f. This Agreement contains the entire understanding of the parties as to the matters set forth herein, and this Agreement supersedes any prior agreements or understandings by and between parties, whether written or oral. Catmint Solar hereby represents and warrants that this Agreement has been duly authorized, executed and delivered on its behalf.
- g. This Agreement and any amendment hereto may be executed in any number of counterparts by each party, each of which when so executed and delivered shall be an original, and all of which together shall constitute one document. This Agreement and any amendment hereto or other document executed pursuant to the authority granted hereby may be executed by facsimile, scanned Portable Document Format ("PDF"), DocuSign, or other electronically transmitted document, including the signatures thereon, shall be treated in all respects as an original instrument bearing an original signature.

[signature page follows]

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the day and year last stated below, each party being authorized thereunto.

**CATMINT SOLAR, LLC**, a  
Delaware limited liability company

**TAZEWELL COUNTY, ILLINOIS**,  
a body corporate and politic

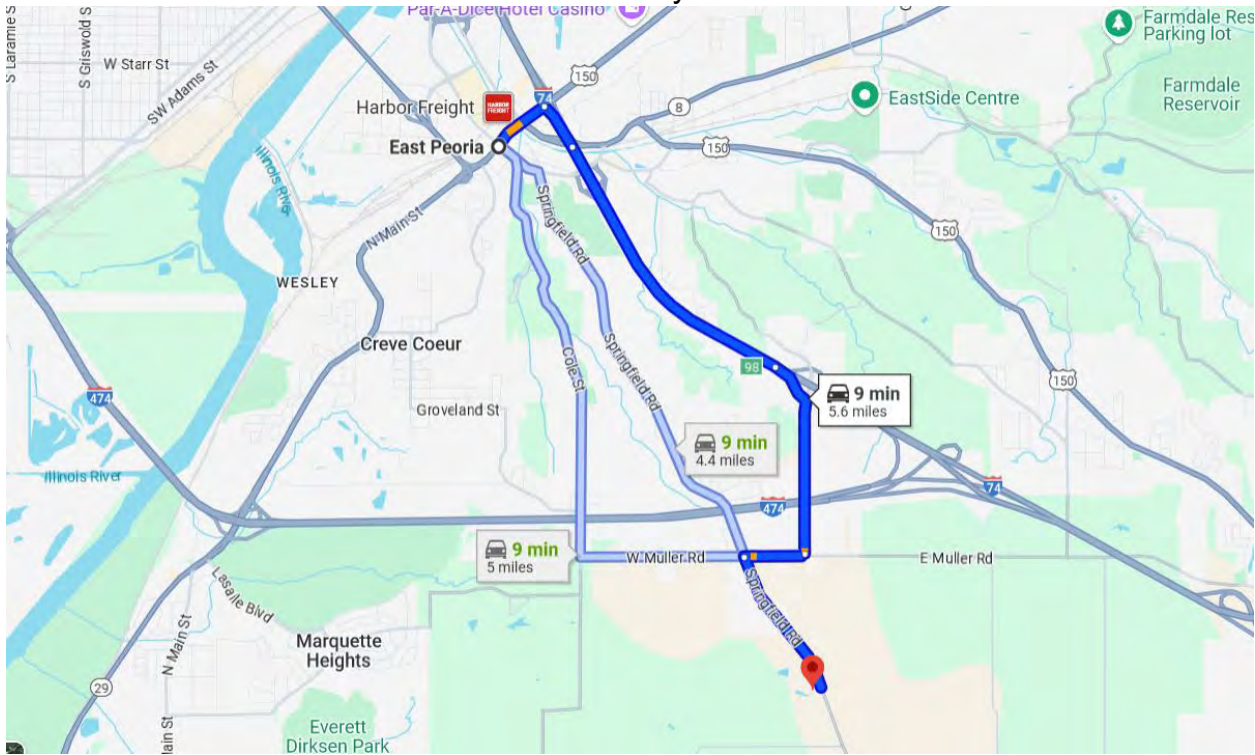
By:  \_\_\_\_\_  
Print Name: Noah Hye  
Title: Authorized Person  
Date: 4/22/2025

By: \_\_\_\_\_  
  
Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Exhibit A – Preliminary Access Route



## Exhibit B – Preliminary Site Plan

(see attached)

## Exhibit C – Preliminary Entrance Detail

## TAZEWELL COUNTY HIGHWAY DEPARTMENT

**DAN PARR**  
COUNTY ENGINEER

21308 ILLINOIS ROUTE 9  
TREMONT, IL 61568

dparr@tazewell-il.gov

P: (309) 925-5532  
F: (309) 925-5533

### ACCESS PERMIT

County Permit # 2025-02

Noah HYTE  
Cultivate Power Managing Director  
Authorized Representative of Catmint Solar, LLC

I, Noah HYTE, phone/e-mail HYTE@cultivate-power.com  
(name of applicant)

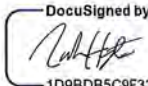
hereinafter termed the applicant, request permission and authority to construct an entrance for ingress/egress on the right-of-way of the County Highway known as:

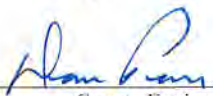
C.H. Route 1 Construction Section 03-00067-00-SD at Station 206+40 RT

The required drainage structure for the highway ditch shall be: as shown on the attached Site Plan and Plan/Profile sheets and

shall be placed by and the entire costs borne by the applicant. The applicant agrees that all work shall be subject to the attached "HIGHWAY PERMIT CONDITIONS AND RESTRICTIONS". The applicant agrees to complete the installation authorized by this permit on or before April 1, 2026, or this permit shall become null and void.

This permit is hereby accepted and its provisions agreed to this 25th day of February, 2025.

Signed:   
1D9BDB5C9F33410...  
(applicant)

Approved:   
County Engineer  
Tazewell County, Illinois



## **HIGHWAY PERMIT CONDITIONS & RESTRICTIONS**

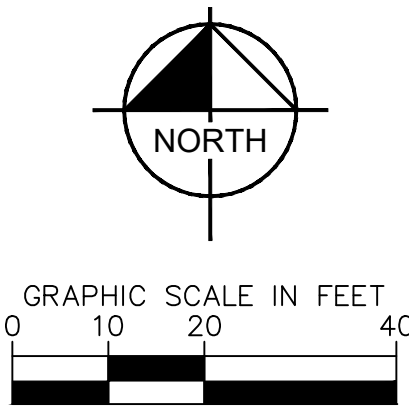
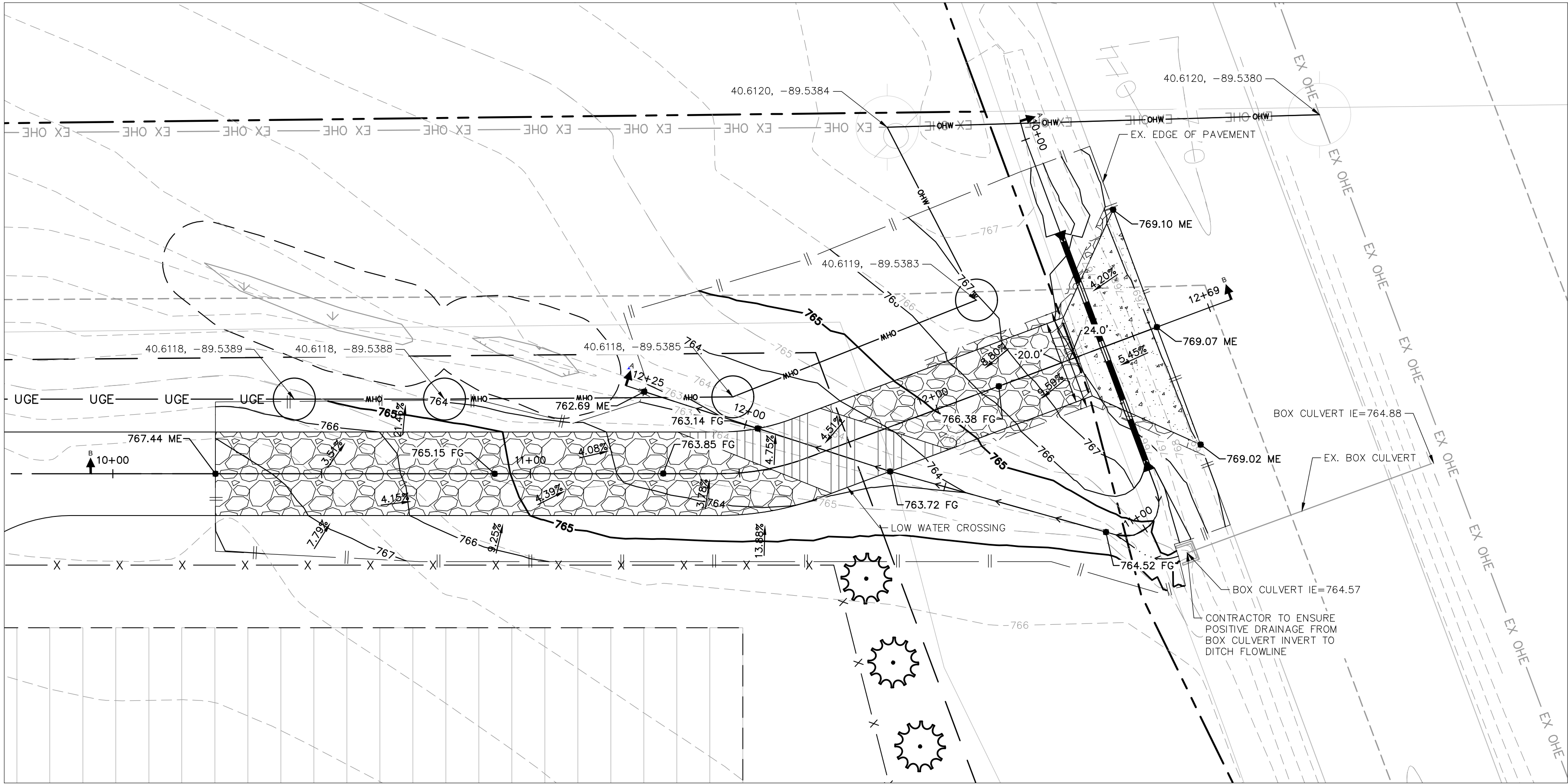
### **Tazewell County Highway Department**

1. Only a written permit issued by the County Engineer will satisfy the “written consent” requirement of the Illinois Highway Code.
2. This permit is effective in so far only as the County Engineer and the County of Tazewell of the State of Illinois, jointly and severally, have jurisdiction. In the event this permit is granted to locate, construct, operate and maintain utility facilities on a County highway right-of-way, the PETITIONER shall comply with all other applicable laws relating to the placement of utility lines, shall comply with other requirements of the County Engineer (e.g., oversize and overweight vehicles), and shall comply with the requirements of other local, state and federal agencies, including but not limited to, the Illinois Department of Transportation, United States Army Corps of Engineers, Illinois Department of Natural Resources, United States Environmental Protection Agency, Illinois Environmental Protection Agency, Illinois Commerce Commission, Illinois Department of Agriculture, Illinois Department of Conservation, Illinois Department of Mines and Minerals and Illinois Historic Preservation Agency.
3. This permit grants permission only to undertake certain activities on County highway right-of-way, and does not create a property right or grant authority to the PETITIONER to impinge on the rights of others who may have an interest in the right-of-way. Such others might include an owner of an underlying fee simple interest if the right-of-way consists of an easement or dedication, an owner of an easement, or those subject to another permit. It is the responsibility of the PETITIONER to satisfy all owners of property within or outside County highway right-of-way. In no case shall the permit give or be construed to create an easement, leasehold or other property interest of any kind in, upon, under, above or along the County highway right-of-way. The work permitted and authorized herein is for the bonafide purpose expressed. Parking or servicing of vehicles on HIGHWAY right-of-way is prohibited.
4. The PETITIONER, shall defend, indemnify, and hold the County of Tazewell and its duly appointed agents, employees and contractors harmless from all claims for injuries and damages to persons or property (including that of the PETITIONER) sustained by reason of the exercise of this permit.
5. The PETITIONER shall furnish all material, do all work, pay all costs and shall in a reasonable length of time restore said highway to a condition similar or equal to that existing before the commencement of the described work as determined by the County Engineer of Tazewell County, hereafter County Engineer. The PETITIONER shall reimburse the County for any repairs the County Engineer deems necessary and undertakes on the existing highway in case of emergency or neglect by said PETITIONER.
6. All work within the County highway right-of-way shall be located and constructed to the satisfaction of the County Engineer and shall conform in all respects to the plans and specifications as approved by the County Engineer as a part of this permit, as determined in the reasonable discretion of the County Engineer. No revisions or additions shall be made to the proposed work or the approved plans and specifications for any work within the County highway right-of-way without the express written consent of the County Engineer.
7. It shall be the responsibility of the PETITIONER to ascertain the presence and location of existing above-ground or underground facilities on the County highway right-of-way to be occupied by their proposed facilities. When notified of an excavation or when requested by the Department, the PETITIONER shall locate, physically mark, and indicate the depth of its underground facilities within 48 hours excluding weekends and holidays. Any field tile, subsurface drains, utilities or other property damaged by the PETITIONER shall be repaired by the PETITIONER at their expense. The repairs shall be in the manner prescribed by and shall meet the approval of the County Engineer and the owner of the applicable tile, drain, utility or other property.



8. The PETITIONER shall conduct the work so as not to interfere with or obstruct traffic on said highway and shall keep said highway open to traffic at all times, except where the permission granted is specifically for the temporary closing of a section of said highway. The PETITIONER shall provide protection to the traveling public and those performing the work by the use of traffic signals, beacons, signs, protective devices, pavement markings, barricades, lights and flagmen that are warranted during progress of the work in accordance with the current State of Illinois Manual of Uniform Traffic Control Devices for Highway Construction and Maintenance Operations and the latest revisions of the Highway Standards of the Illinois Department of Transportation.
9. Wherever trenches are constructed the PETITIONER shall thoroughly tamp and settle all backfills and fill upper surface of backfill with at least 15 inches of gravel where gravel shoulders, driveways, mail box approaches or side roads have been disturbed and to maintain all trenches until fully settled, as determined by the County Engineer.
10. The PETITIONER shall remove all excess dirt, shall leave the shoulders, ditches and backslopes in the same presentable condition as before construction, and shall reseed and fertilize all areas where existing sod has been disturbed during the prosecution of the work in accordance with the specifications of the State of Illinois.
11. The PETITIONER is prohibited from using on any bituminous surfaces or bridges any tractor or other machinery equipped with wheel or track lugs that would cause damage to bituminous surfaces. The PETITIONER shall replace and repair any bituminous surfaces damaged during construction as directed by the County Engineer. All facility crossings of bituminous surfaces shall be made by pushing, boring or tunneling underneath all areas supporting the roadway embankment (all areas between roadway ditch flowlines) to a depth which is a minimum of 24 inches below the proposed roadway ditch flowlines unless otherwise permitted by the County Engineer and as otherwise specified herein.
12. Facilities placed below the finished grade shall be a minimum of: 36" below the ground surface; 12" below the bottom of all intersecting tile; 5 feet below minor crossing flowlines including but not limited to crossroad culverts, drainage swales or ditches; and 10 feet below all major crossing flowlines including but not limited to rivers, streams or creeks.
13. All facilities shall be installed in a manner which does not interfere in any way with the intended use or function of the County highway right-of-way as determined by the County Engineer, which shall include but is not limited to the egress, ingress, flow of traffic, and proper drainage.
14. The PETITIONER shall not trim, cut or in any way disturb any trees or shrubbery along said highway without the approval of the County Engineer.
15. The facilities authorized to occupy County highway right-of-way by this permit are subject to removal, relocation or modification by the PETITIONER, at no expense to the County, on notice given by the County Engineer in accordance with Section 9-113 of the Illinois Highway Code, as amended. In the event this permit is granted to locate, construct, operate or maintain utility facilities on County highway right-of-way, participation by the PETITIONER in the County's Utility Coordination Council is required as a condition of this permit and PETITIONER shall cooperate with the County Engineer in scheduling any such removal, relocation or modification deemed necessary for highway or highway safety purposes, and shall cooperate with the activities of said council.
16. In any case not covered by above conditions and restrictions the County Engineer is authorized to draw up reasonable conditions and restrictions suitable to the particular case.

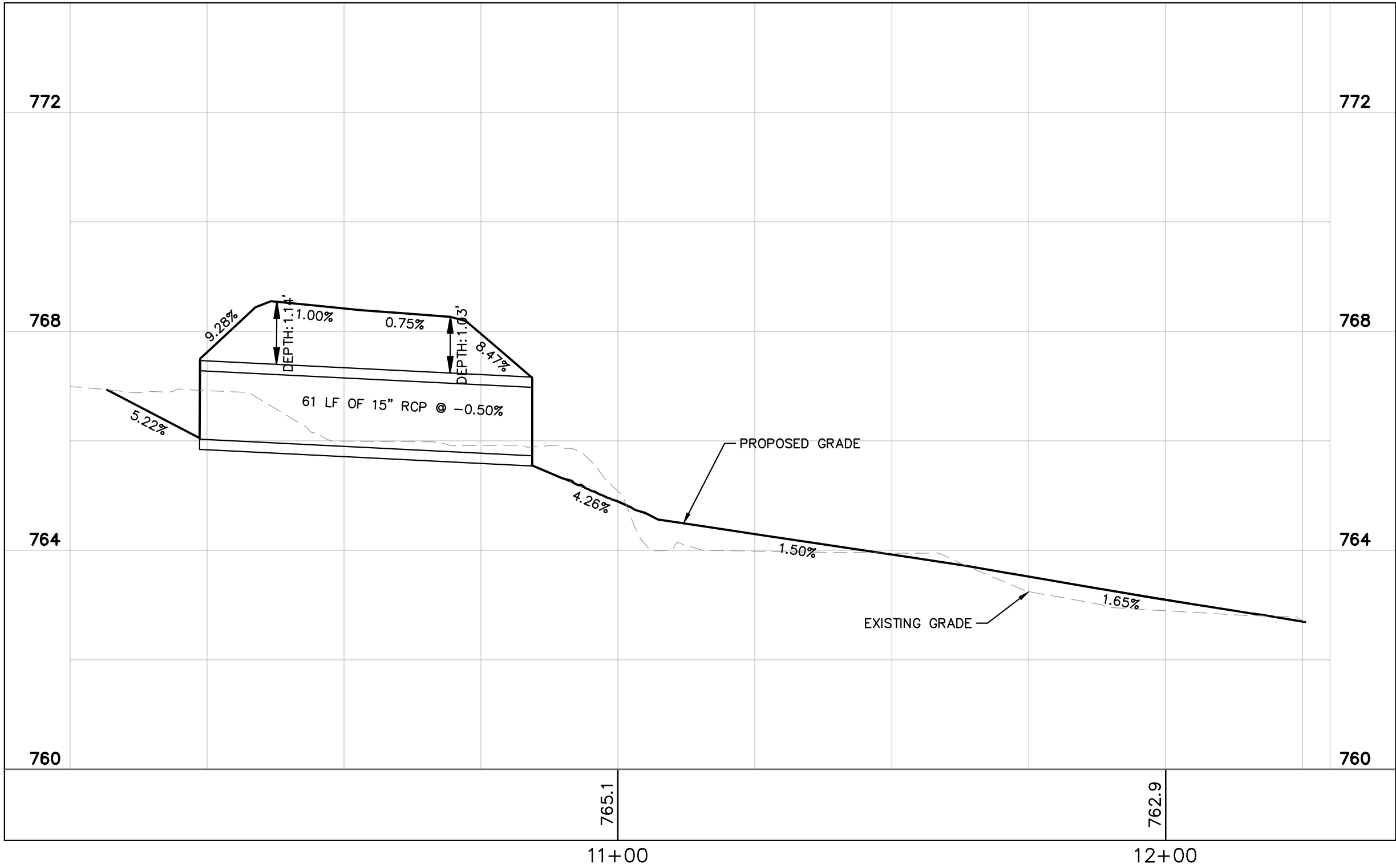
Drawing name: K:\GIS\_DEA\368262010\_Cultivate\_Catmint\Commit\Commit\_Entrance\_Grading.dwg    Layout1    Aug 29, 2024    4:24pm    by: Jenna Elliott  
This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



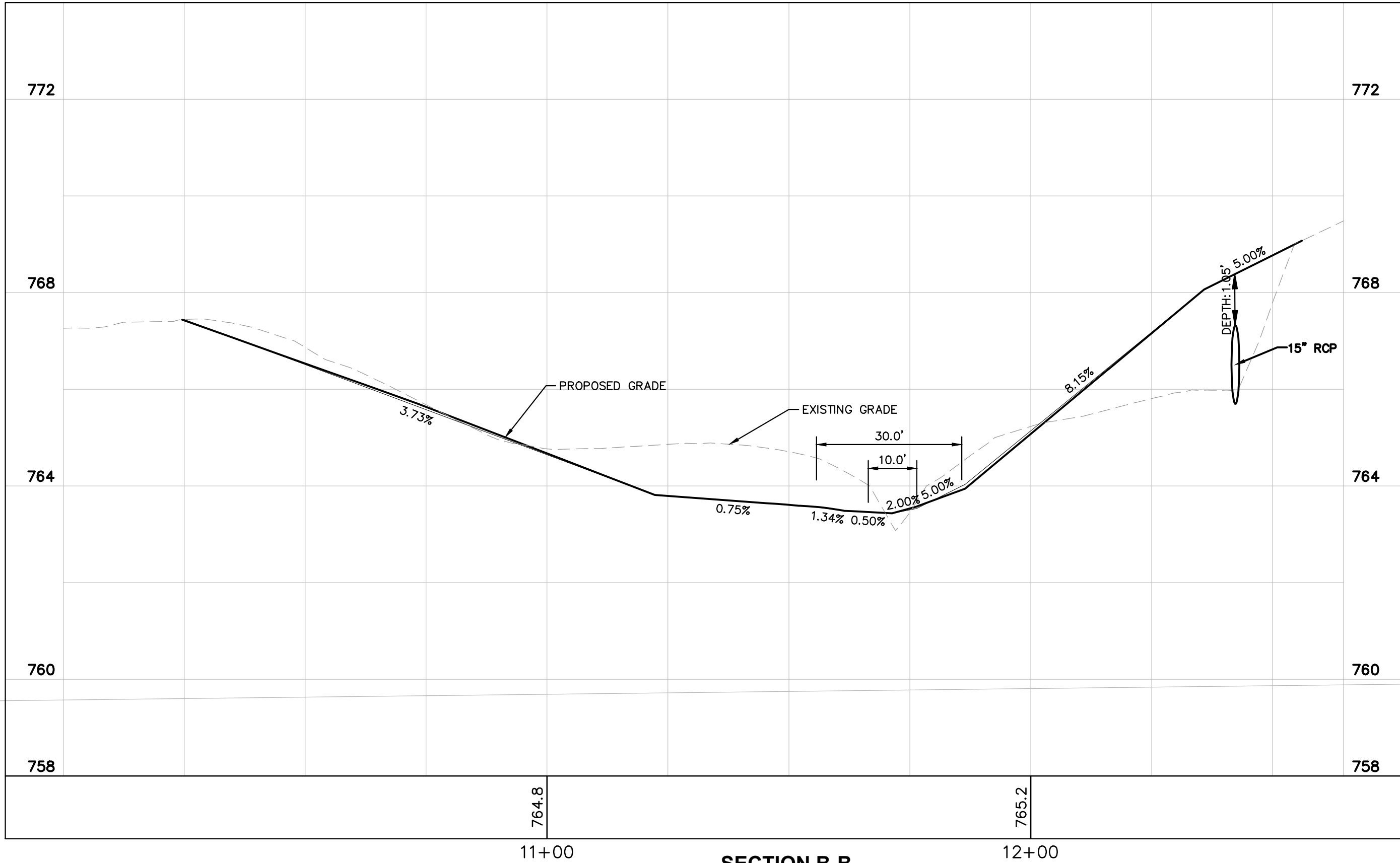
ENTRANCE DETAIL  
HORIZONTAL SCALE: 1" = 20'

LEGEND	
PROPERTY LINE (PER TAZEWELL COUNTY GIS)	---
SETBACK	---
EASEMENT	---
EX. OVERHEAD ELECTRIC (PER AERIAL)	EX OHE
EX. UTILITY POLE (PER AERIAL)	○
ROAD LABEL	IL-251
EX. RESIDENCE/STRUCTURE (TRACED PER AERIAL)	□
EX. WETLAND (PER NWI)	■
WETLAND CONSTRUCTABILITY BUFFER (ASSUMED)	---
EX. TREES (TRACED PER AERIAL)	+
APPROXIMATE WOODED CONSTRUCTABILITY BUFFER (ASSUMED)	---
20 FT WELL CONSTRUCTABILITY BUFFER	---
EX. FLOW (DIRECTION AND SLOPE)	XX%
PR. DEER FENCE (SEE DETAIL ONE, THIS SHEET)	X X
PR. PANEL LIMITS	---
PR. OVERHEAD ELECTRIC	---
PR. UNDERGROUND ELECTRIC	---
PR. GRAVEL ACCESS ROAD	---
PR. UTILITY POLE	○
PR. EQUIPMENT PAD	□
PR. SOLAR ARRAY	---
PR. STAGING AREA	---
PR. VEGETATIVE BUFFER	---
PR. 8" PCC ENTRANCE	---
PR. GRAVEL ACCESS ROAD	---
PR. LOW WATER CROSSING	---
PR. 15" RCP CULVERT W/FES	---

NOTES	
1)	THIS EXHIBIT IS FOR PERMITTING PURPOSES ONLY AND SHOULD NOT BE USED FOR CONSTRUCTION.
2)	ACCESS ROAD SECTIONS WILL BE DESIGNED DURING FINAL ENGINEERING.
3)	DESIGN IS BASED ON ALTA AND TOPOGRAPHY RECEIVED BY KIMLEY-HORN ON 4/12/2024 COMPLETED BY JH LAND SURVEYING INC.



SECTION A-A  
CULVERT CROSS SECTION  
HORIZONTAL SCALE: 1" = 20' | VERTICAL SCALE 1" = 2'



SECTION B-B  
ENTRANCE CROSS SECTION  
HORIZONTAL SCALE: 1" = 20' | VERTICAL SCALE 1" = 2'

KIMLEY-HORN				CULTIVATE POWER	
© 2023 KIMLEY-HORN AND ASSOCIATES, INC. 570 LAKE COOK RD SUITE 200 DEERFIELD, IL 60015 WWW.KIMLEY-HORN.COM				PRELIMINARY NOT FOR CONSTRUCTION	
KHA PROJECT	268262010	ORIGINAL DATE	05/07/2024	SCALE	AS SHOWN
DESIGNED BY	JDH	DRAWN BY	JDH	CHECKED BY	JCC
CULTIVATE POWER CATMINT SOLAR, LLC				ENTRANCE PLAN & PROFILE	
TAZEWELL COUNTY, IL				SHEET NUMBER EX-1	
				REVISIONS	
				DATE	

**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Keith Garman of 12313 Wagonseller Road, Pekin, IL 61554 to the Powerton Fire Protection District for a term commencing May 01, 2025 and expiring May 01, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Keith Garman to the Powerton Fire Protection District and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Keith Garman to the Powerton Fire Protection District.

The County Clerk shall notify the County Board Office and the County Board Office will notify Attorney Louis Miller, PO Box 669, Pekin, IL 61554 of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman

**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Jed R. Heisel of 2723 Sheridan Road, Pekin, IL 61554 to the Brush Hill Fire Protection District for a term commencing May 01, 2025 and expiring May 01, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Jed R. Heisel to the Brush Hill Fire Protection District and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Jed R. Heisel to the Brush Hill Fire Protection District.

The County Clerk shall notify the County Board Office and the County Board Office will notify Attorney Louis Miller, PO Box 669, Pekin, IL 61554 of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman

**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Gloria Ranney of 3324 Sheridan Road, Pekin, IL to the Tazewell County Board of Health for a term commencing July 01, 2025 and expiring June 30, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Gloria Ranney to the Tazewell County Board of Health and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Gloria Ranney to the Tazewell County Board of Health.

The County Clerk shall notify the County Board Office and the County Board Office will notify the Administrator of the Tazewell County Health Department of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman

**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Richard Karneboge of 1233 Redwood Drive, Pekin, IL 61554 to the Tazewell County Board of Health for a term commencing July 01, 2025 and expiring June 30, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Richard Karneboge to the Tazewell County Board of Health and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Richard Karneboge to the Tazewell County Board of Health.

The County Clerk shall notify the County Board Office and the County Board Office will notify the Tazewell County Health Department Administrator of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman

**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Sarah Koscica of 6 Eagle Point Court, Groveland, IL to the Tazewell County Board of Health for a term commencing July 01, 2025 and expiring June 30, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Sarah Koscica to the Tazewell County Board of Health and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Sarah Koscica to the Tazewell County Board of Health.

The County Clerk shall notify the County Board Office and the County Board Office will notify the Tazewell County Health Department Administrator of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman

**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Aaron Yoder of 2627 N. Morton Avenue, Morton, IL to the Tazewell County Board of Health for a term commencing July 01, 2025 and expiring June 30, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Aaron Yoder to the Tazewell County Board of Health and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Aaron Yoder to the Tazewell County Board of Health.

The County Clerk shall notify the County Board Office and the County Board Office will notify the Tazewell County Health Department Administrator of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman



**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Gordon Robertson of PO Box 254, Deer Creek, IL 61733 to the Deer Creek Fire Protection District for a term commencing May 01, 2025 and expiring April 30, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Gordon Robertson to the Deer Creek Fire Protection District and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Gordon Robertson to the Deer Creek Fire Protection District.

The County Clerk shall notify the County Board Office and the County Board Office will notify Mark J. McGrath, P.C., 113 S. Main Street, PO Box 139, Mackinaw, IL 61755 of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2022.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman

**REAPPOINTMENT**

I, Brett Grimm, Chairman of the Tazewell County (Illinois) Board, hereby reappoint Robert Boston of 212 S. West Street, Tremont, IL to the Tremont Fire Protection District for a term commencing May 01, 2025 and expiring May 05, 2028.

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**COMMITTEE REPORT**

TO: Tazewell County Board  
FROM: Executive Committee

This Committee has reviewed the reappointment of Robert Boston to the Tremont Fire Protection District and we recommend said reappointment be approved.

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**RESOLUTION OF APPROVAL**

The Tazewell County Board hereby approves the reappointment of Robert Boston to the Tremont Fire Protection District.

The County Clerk shall notify the County Board Office and the County Board Office will notify McGrath Law Office, P.C., 113 S. Main, PO Box 139, Mackinaw, IL 61755 of this action.

PASSED THIS 28<sup>th</sup> DAY OF MAY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman