



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

Mindy Darcy, Chairman

McKenzie Building – Second Floor Conference Room

Friday, January 23, 2026 – 8:00 a.m.

- I. Roll Call
- II. Public Comment
- III. Approve the minutes of the July 29, 2025 meeting
- IV. New Business
  - A. Receive and approve List of Property Owners for property tax assessment
  - B. Certify List of Property Owners to County Clerk
  - C. Approve County Engineering Fees
- V. Approve bills as presented
- VI. Unfinished Business
- VII. Reports and Communications
- VIII. Recess

Members: Mindy Darcy, Jim Flynn, Bonnie Lemke,  
Greg Menold, Brad Reed, Dan Parr

*Minutes pending committee approval*

**HLA SSA Commission Meeting**

Chairman Mike Deluhery

Second Floor Conference Room – McKenzie Building

Tuesday, July 29, 2025 – 8:01 a.m.



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

Committee Members Absent: Bonnie Lemke

**MOTION** **MOTION BY REED, SECOND BY MENOLD** to approve the minutes of the July 2, 2025 meeting.

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

**MOTION** **MOTION BY MEMBER FLYNN, SECOND BY MEMBER MENOLD** to review/recommend to Tazewell County Executive Committee the Ordinance Fixing the Budget for the HLA SSA for FY26

Member Reed provided an overview of the cash flow/estimated expenditures spreadsheet. He stated that the tax levy was increased by \$10,000, from \$415,000 to \$425,000. He stated that the maintenance plan has been in effect since 2017, with a 2.4% annual increase. He stated that he has also added 9.3% for inflation.

Member Flynn questioned if, out of an abundance of caution, if we could move it to the max for a couple of years.

Member Reed stated that he would recommend keeping the tax levy at \$425,000 and see what happens next year.

Member Reed stated that the current tax levy per member is \$704.81, and they are only allowed to go up to \$715.00 per member.

Member Reed stated that the road maintenance line did not include the 9.3% inflation. He stated that the revised total of the road maintenance line is \$723,797.

**MOTION BY MEMBER REED, SECOND BY MEMBER FLYNN** to amend the budget with an increase of \$60,842

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

Member Reed stated that he would provide the committee with updated documents.

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

**MOTION** **MOTION BY MEMBER REED, SECOND BY MEMBER MENOLD** to review/recommend to Tazewell County Executive Committee the Levy and Assessment of Taxes for FY26

Member Reed stated that the road maintenance line would go from \$662,955 to \$723,797.

**MOTION BY MEMBER REED, SECOND BY MEMBER FLYNN** to amend the road maintenance line from \$662,955 to \$723,797.

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

Member Reed stated that the revised total appropriation & levy is \$989,150.

**MOTION BY MEMBER REED, SECOND BY MEMBER FLYNN** to amend the Ordinance for the Levy and Assessment of Taxes for FY26 road maintenance line from \$662,955 to \$723,797 and the total appropriation & levy from \$928,308 to \$989,150.

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

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

**MOTION** **MOTION BY MEMBER REED, SECOND BY MEMBER PARR** to approve the bills contained in the packet

Member Reed stated that the bill from D&D Pavement Solutions is for spray patching for this year. He stated that he does not think there will be any other spray patching this year. He stated that the three bills from Austin Engineering are for engineering for the culvert lining.

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

## **DISCUSSION      Financial Update**

The members were provided handouts that contained detailed budgets/actual transactions from 12/1/24 through 11/30/25.

### **Administrator Michael Deluhery New Position**

Administrator Michael Deluhery stated that he has accepted another position, so unless there is another meeting within the next month, this would be his last one. He stated that it has been a pleasure working with everyone.

Chairman Deluhery recessed the meeting at 8:46 a.m.

(transcribed by S. Gullette)





## Engineer's Payment Estimate

Local Public Agency	County	Route(s) (Street/Road)	Section Number	Estimate 1
Heritage Lake Subdivision SSA	Tazewell	Various	2025SEALCOAT	<input checked="" type="checkbox"/> Final

Payable to Name  
R.A. Cullinan & Son, a Division of UCM, Inc.

Address  
121 W. Park St.; P.O. Box 166; Tremont, IL 61568 Date From 09/16/25 Date To 09/16/25

Pay Items	Unit of Meas.	Awarded		Approved Change in Plans		Completed to Date		
		Quantity	Values	Added	Deducted	Quantity	Unit Price	Value
P BIT MATLS SE CT (CRS-2P)	TON	70	\$131,037.90	1.2		71.2	\$1,871.9700	\$133,284.2640
SEAL CT AGG (BLK TRAP ROCK CA-16)	TON	506	\$69,944.38		61	445	\$138.2300	\$61,512.3500
TRAF CONT & PROT SPL	L SUM	1	\$4,243.66			1	\$4,243.6600	\$4,243.6600
	Total		\$205,225.94				Total	\$199,040.27

Miscellaneous Extras and Credits	Values
	Total Miscellaneous Extras and Credits
	Total Value of Completed Work \$199,040.27
	Deduct Retainage
	Balance Due of Completed Work \$199,040.27
Miscellaneous Debits	Values
	Total Miscellaneous Debits
	Net Cost of Section \$199,040.27
	Previous Payments
	Net Amount Due \$199,040.27

The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210).  
 The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities.  
 The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.

Local Public Agency Heritage Lake Subdivision SSA	County Tazewell	Route(s) (Street/Road) Various	Section Number 2025SEALCOA1
Resident Engineer Signature & Date <b>Phil Rankin</b>		Prepared by Paul Augspurger	Title Asst. County Engineer
Local Agency Signature & Date <b>Dan Parr</b>			
Digitally signed by Phil Rankin Date: 2025.10.08 13:06:28 -05'00'  Digitally signed by Dan Parr Date: 2025.10.08 13:06:36 -05'00'			

**IDOT Department Use Only**

Received Location   Received Date   Additional Location?

		<input type="checkbox"/>
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WMFT Entry By

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Entry Date

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**INVOICE**

**D&D Pavement Solution Inc**  
1300 County Road 700N  
Eureka, IL 61530

ddsweping@aol.com  
+1 (309) 339-5050

**Bill to**

Heritage lake subdivision - Special Service  
Area  
2 Bradford Drive  
Mackinaw, Illinois 61755

**Invoice details**

Invoice no.: 1556  
Terms: Net 30  
Invoice date: 07/08/2025  
Due date: 08/07/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		<b>Spray Patch 2025</b>	Spray Patch 2025 Seal Coat Area's and Various other Area's Identified by Brad Reed	1	\$6,389.00	\$6,389.00
					<b>Total</b>	<b>\$6,389.00</b>

**Note to customer**

7-7-25  
Used 720 Gal. Crs2 @ \$8.00 = \$5760.00  
Used 18.5 Tons Crm16 @ \$34.00 = \$629.00  
Total \$6389.00

## COMMITTEE REPORT

Mr. Chairman and Members of Tazewell County Board:

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

John  
Darlyn M. Mijan  
John  
Monica Bennett

Bruce  
Terry M. French  
Tom C. Moore

## RESOLUTION

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

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

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

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

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

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

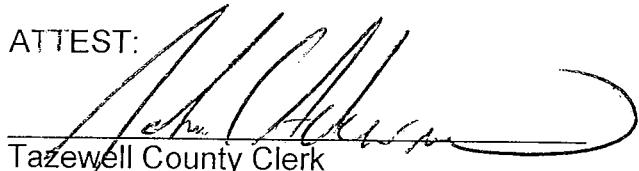
Engineer's Estimate of Cost to be used in lieu of Final Maintenance Cost or Final Construction Cost for Preliminary Engineering fee when project does not proceed to construction.

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

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

ADOPTED this 27th day of October, 2021.

ATTEST:

  
Tazewell County Clerk

  
Tazewell County Board Chairman



# Illinois Department of Transportation

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

**RECEIVED**

November 29, 2021

**DEC 1 2021**

**TAZEWELL COUNTY  
HIGHWAY DEPT.**

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

Dear Mr. Ackerman:

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Kensil A. Garnett".

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

MEH/jjs

s:\gen\winword\blrs\staff\hudelson\inbox\tazewell county engineering rates\tazewellco.reso.englfees.docx

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