



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)

Tazewell County Highway Department Engineering Reimbursement Fees for Maintenance Heritage Lake Subdivision Special Service Area					1/8/2026
2025					
Year	Item	Contractor	Cost	Rate	Fee
2025	Spray Patching	D&D Pavement Solutions	\$ 6,389.00	5%	\$ 319.45
2025	Seal Coat	R.A. Cullinan & Son	\$ 199,040.27	5%	\$ 9,952.01
TOTAL					\$ 10,271.46



Engineer's Payment Estimate

☒ Final

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

Phil Rankin

Digitally signed by Phil Rankin
Date: 2025.10.08 13:06:28
-05'00'

Prepared by

Paul Augspurger

Title

Asst. County Engineer

Local Agency Signature & Date

Dan Parr

Digitally signed by Dan Parr
Date: 2025.10.08 13:06:36
-05'00'

IDOT Department Use Only

Received Location

Received Date

Additional Location?

☐

WMFT Entry By

Entry Date

INVOICE

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

ddsweeping@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.		Spray Patch 2025	Spray Patch 2025 Seal Coat Area's and Various other Area's Identified by Brad Reed	1	\$6,389.00	\$6,389.00

Total \$6,389.00

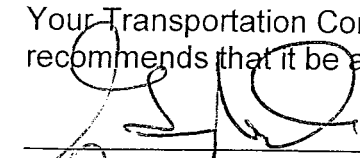
Note to customer

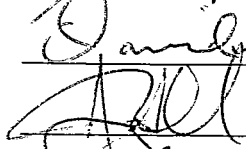
7-7-25
Used 720 Gal. Crs2 @ \$8.00 = \$5760.00
Used 18.5 Tons Cm16 @ \$34.00 = \$629.00
Total \$6389.00

COMMITTEE REPORT

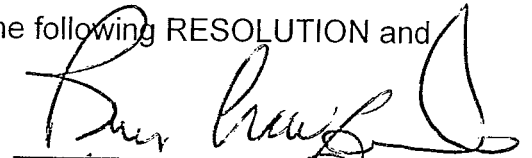
Mr. Chairman and Members of Tazewell County Board:

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



David M. Morgan


Monica Cornett



Barry M. Brock

RESOLUTION

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

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

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

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

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

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

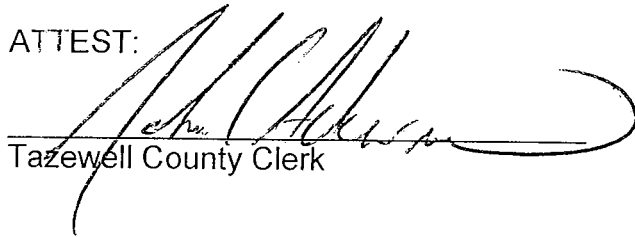
Engineer's Estimate of Cost to be used in lieu of Final Maintenance Cost or Final Construction Cost for Preliminary Engineering fee when project does not proceed to construction.

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

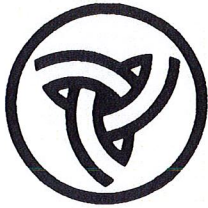
THEREFORE BE IT RESOLVED FURTHER, that the County Clerk notify the County Board Chairman, Chairman of the Transportation Committee, and County Engineer of this action, and submit *three (3) certified signed originals of the approved resolution to the Illinois Department of Transportation* as notification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

ADOPTED this 27th day of October, 2021.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman



Illinois Department of Transportation

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

RECEIVED

DEC 1 2021

TAZEWELL COUNTY
HIGHWAY DEPT.

November 29, 2021

Mr. John C. Ackerman, County Clerk
Tazewell County
11 South 4th Street, 2nd 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.engrfees.docx

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