

**PUBLIC SAFETY COMMITTEE
COUNTY BOARDROOM
WEDNESDAY, OCTOBER 12, 2022
MINUTES
4:30 PM**

- 1. Call to Order**
- 2. Roll Call –**
Ansel Burditt (ch), Blake Parsons, Albert Durst, Justin Faulk, Donald Tolan
- 3. Approval of Minutes**
 - a. Approval of September 12, 2022 minutes
- 4. Public Input**
- 5. Approval of Claims**
 - a. Approval of October 2022 Claims
- 6. Coroner**
- 7. Health Department**
 - a. Approval of Health Department MOU
 - b. Budget Revisions
- 8. Sheriff**
 - a. Staffing Update Informational
 - b. Vehicle Update Informational
 - c. Vehicle Purchase for next Budget Informational
 - d. Sheriff's Report
- 9. Animal Control**
- 10. New Business**
 - a. Discussion on ARPA funds for Setting up Animal Control Facility
- 11. Unfinished Business**
 - a. Approval of Revised Menssen Trust Contract for Veterinary Services funding Agreement
 - b. Continued discussion on Direction of Animal Control Contract/bids
- 12. Other**
- 13. Executive Session – Roll Call Vote**
- 14. Any action coming out of Executive Session**
- 15. Adjournment**

**PUBLIC SAFETY/FINANCE COMMITTEE JOINT MEETING
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1. Call to Order

The meeting was called to order by Chairman Burditt at 5:08 PM

2. Roll Call –

Public Safety - Ansel Burditt (ch), Blake Parsons, Albert Durst, Donald Tolan present.
Justin Faulk was absent.

Finance - John Krug (ch), Chuck Nagel, Autum Jones, Dave Meinhold, Ansel Burditt all present.

3. Approval of Minutes

a. Approval of August 8th, 2022 minutes (PS)

Motion to approve August minutes made by Parsons, seconded by Tolan. *Motion passed.*

b. Approval of August 9th, 2022 minutes (Fin)

Motion to approve August minutes made by Nagle, seconded by Jones. *Motion passed.*

4. Public Input

5. Approval of Claims

a. Approval of September 2022 Claims (PS)

Motion to approve September claims made by Tolan, seconded by Parsons. *Motion passed.*

b. Approval of September 2022 Claims (Finance)

Motion to approve September claims made by Nagle, seconded by Jones. *Motion passed.*

6. Coroner

7. Health Department

a. Continued discussion on MOU

Continued discussion from last month regarding the rent the Health Department pays. Discussion on how this payment affects grants. The Health Department has been able to use grants to help pay for utilities, and certain supplies. Some of those grants are no longer available. Most of Ms. Aggert's time is spent doing grant work, which does not leave her time to do other things. The \$40,000 rent takes away from other programs that could benefit the community. This MOU expires in November. If the County takes over the Health Dept. there would be a slight increase in maintenance, cleaning, etc. to the Sheriff's budget. Chairman Burditt will work with State's Attorney Minger to write a new MOU without the rent payment and with the County taking over the maintenance, and have it ready for the October meeting.

8. Sheriff

Project Updates -

-Front Parking RLF Funding.

The Front Parking Lot project started the end of August and is expected to take about 4 weeks to complete. The concrete work has been completed and the project is waiting on Tazewell County Asphalt to complete that portion of the project.

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-South Lot Retaining Wall Replacement.

This project has been fully completed.

-South Lobby Employee Entry Door

This project has been fully completed.

-Jail System Automation Controls.

The Jail Command staff have been working with the vendor on the system design and special functions for the Correctional Facility. The vendor has indicated that the project completion is planned for January or February 2023. The Vendor has been on site to work on system functions and facility needs.

-ARPA Funding HVAC CH/PSB.

Over the past month, the Sheriff has met with Keith on many occasions both in person and via phone conference calls. The plan is to move forward with the project in two phases starting with the PSB. The PSB project is in preparation for putting out for bid in the near future. The CH portion of the project is still in an engineering and design phase as of the start of September.

-Sheriff Patrol / EMA Vehicle Replacement Project

All vehicles are in and have been delivered to the County. One of the new vehicle has been completed and is ready for service. Another Sheriff's vehicle and the EMA vehicle are at the up-fitter shop and should be in service within the next few weeks. The two remaining Sheriff's vehicles are getting the graphics installed and waiting to get into the up-fitter for equipment installation. It is hoped that all will be completed and in service by mid-October.

-Sheriff Office (BWC) Body-Worn Cameras Project.

The Sheriff is still working with the selected vendor for the BWC equipment and storage requirements. We have included this in an ARPA request as by state statute this will be required by the end of 2025. They are looking at specific equipment, download function type, data storage, and data access. The final equipment amounts that have been submitted in an ARPA funding request

-Annex 4 1833 Polling Place

Painting has been completed as well as some cleanup of old equipment. The carpet has been installed and new lighting. We will be doing cleanup of the area and installing new vinyl lettering to the door and front window.

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-IT Network Protection Network Upgrades.

The Sheriff has met with Heart Tech to discuss next year’s projects and funding. We have also discussed in depth the county need for cyber security upgrades to fully comply with the Cyber Insurance. Heart Tech is working on the needed changes and upgrades to the network system, user equipment and policies/directives for county users.

Below is an *information report for IT department ticket/service requests FY to date. Also included is the report from the past FY for IT department ticket/service requests.*

	2021		2022
January	54		53
February	58		49
March	61		52
April	49		41
May	42		54
June	39		50
July	44		28
August	33		50
September	62		
October	63		
November	38		
December	56		
Year End	599		388

AUGUST REPORT 2022	
Open IT Service Tickets	21
Tickets as of 9/8/22	11
YTD Tickets for IT Service	388

-PSB Domestic Hot water Boiler Replacement

The equipment for this project is being delivered and potentially installed in September. We hope to have this project fully completed by late September

-Staffing Sheriff’s Office and Maintenance Department Staffing.

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The Maintenance Department is down 1 Full-Time and 1 Part-Time maintenance assistant.

The Sheriff's Office is down 4 part-time Corrections Deputies, and 4 CROs in the Corrections Division.

Patrol Division is down 4 Part-Time patrol deputies. The patrol division has 2 deputies out on medical.

The Corrections Division has hired one full-time CO that formerly worked in Peoria Co and wanted to come to Woodford Co. The Patrol Division has hired one full-time that formerly worked for East Peoria and have interviewed another candidate that is working for another department that is interested in Woodford Co. The Corrections Division has completed the Sgt's promotions and have the newly promoted Sgts preparing to move into their new duties. The Corrections Division has also recently had two CO's graduate for the ILETSB County Correctional Officers Academy in DuPage County.

Sheriff's Office information for August 2022

August Calls Total 2144

(August Calls Total 2264)

Below is a partial list of calls for service for August

Assist other Agency	26	Noise Complaint	8
Business Checks	170	Open Door	13
Burglar Alarm	22	Paper Service	153**
Criminal Damage	12	Reckless Driver	38
Check Wellbeing	26	Road Hazard	17
Dispute	22	Suspicious Activity	21
Domestic Disturbance	24	Suspicious Person	10
Flag down	7	Suspicious Vehicle	24
Follow up	73	Thefts	16
Fraud	12	Threats	6
Keys Locked in Vehicle	11	Trespass	3
Motorist Assist	53	Traffic Stop	482
Motor Vehicle Accident	51*	Unknown Problem	6

August Total Calls 2144

(August Calls Total 2264)

*All Types

**Includes OP

Total Calls for Service as of the end of August 2022: 12,736 (adjusted for error in July report)

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Total Calls for Service as of the end of August 2021: 9528

Below is information for the Corrections Facility May 2022

Jail Average Dailey Population August 2022: 75

Jail Average Dailey Population August 2021: 727

August 2022 Bookings:

Male- 64

Female- 32

Total Bookings August 2022: 96

August 2022 Inmate Transports Completed: 13

Bookings August 2021: 86

Below is information for the Corrections Facility July 2022

Jail Average Dailey Population August 2022: 75

Jail Average Dailey Population August 2021: 72

9. Treasurer's Report

The Treasurer has no concerns with any of the accounts. She included the payoff date for the one revolving loan – March 1, 2028. The end of the quarter reports are included. The first distribution of taxes has been made and the 2nd distribution will be made next week. The sales tax continue to come in strong. The 1 cent sales tax has past what was anticipated for the year and we still have two months to go.

10. Animal Control

a. Menssen Fund Contract

The copies of the Menssen trust contract were provided – the old contract, a red line version showing the changes, and a clean copy of the new contract with the changes. The Trust has increased our fees from \$2,000 to \$7,500 per month to help care for animals. There was some verbiage changes made. Motion to approve Menssen Agreement made by Parsons, seconded by Tolan. *Motion passed.*

b. Discussion/action on contract bids, direction

The committee is still working with the States Attorney on how to proceed.

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Mr. Abney reported that it has been a good month. He broke out in his report the lost and at large dogs. 32 calls for at large dogs – 6 had tags and were returned, 10 lost dog calls – 6 had tags and were returned. He had one call to collect 25 abandoned cats that he did not pick up. He is still holding “Rosie” for a court case. Because of the terrible condition she was found in, she has skin problems and has to be on special food along with an antibiotic. This case is still ongoing.

11. Budget

a. Coroner – General Fund # 040 Fund #103

The Treasurer present the Coroner’s budget. His salary was set by resolution a few years ago. Fund 103 is a fee collected from cremations.

b. Animal Control – Contract #059, #107

Registration numbers are staying consistent. The Treasurer has shifted the salaries of two employees who were paid out of animal control to the general fund in order to help keep this fund solvent. Most of the expenses have stayed the same as last year. Postage has gone up so that line item was increased. The salary for the animal control administrator has been left the same per his contract. This year the fund started with a balance of \$63,750 and anticipate to end with \$31,000 and next year with \$29,000. If the fund continues to keep decreasing we will have to borrow from the general fund to cover the costs. The Menssen Trust covers vet bills, not boarding or food. If we get a long boarding court case, this fund could be broke. Chances of getting restitution for these boarding court cases are low. The past administrator paid for food and boarding out of her salary. The committee feels that this situation needs to be addressed. We cannot sustain this for future years. We are required by law to have animal control. The Menssen Trust is a pass through for vet fees.

c. Health Department - - Fund #057

Ms. Aggertt provided a chart with the breakdown of salaries, and expenses and how each is paid with either grant funds or county funds. Covid funding has helped to cover a lot of costs. Grants help to cover the day to day expenditures. 82% of Ms. Aggertt’s time is focusing on grants. 50-60% of her salary is paid for through grants. Her cleaning costs were bid out and they doubled. Program expenses have been related to grants. They have to have oversight from a medical director to oversee their programs. She has included extraordinary expenses that are hoped to be covered by ARPA funds. Two extraordinary expenses that she had no included in ARPA fund requests were a sign and the front window glass. The committee would like to know how old the HVAC system is. It is original to the building - 2007. They have had issues with ventilation and temp control. It was also asked if she had bids for all her extraordinary expenses. She does have some, but because she couldn’t give the vendor a time frame, these bids probably are not current or viable. Discussion on how eliminating rent expense would affect grant eligibility. It shouldn’t have any effect on the grants we receive. There is a lengthy process to apply for the grants. Discussion on how she puts her budget together. Their current fund balance is \$1,081,358.

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d. Probation – General Fund Department #230 Funds: #073

Mr. Noar's salary is 100% reimbursed, and the officers are almost 100% reimbursed. The clerical staff are paid through the County. He has added a car to his budget. The car he will replace has had some issues and has over 180,000 miles on it. He has estimated the cost of the Safety Act as there are many unknowns. He will do his due diligence this year and have a better picture for next year. They currently have 3 vehicles and they run them until they die. Other than salaries the bottom line increase for the probation budget is just under 2%. He has kept line 5102 and 5103 steady. These two line items are for placing juveniles in detention. The States Attorney has done a good job in handling these cases and keeping them in courts other than what probation handles. So, while it looks like we don't use this fund, it is bases on juvenile court cases. The Probation Services line is used for assessment of anyone on probation. It also covers some office expenses, drug testing, electronic monitoring etc. They do charge adults for the electronic monitoring, but it is not always paid.

e. Sheriff – EMA fund #050, General Fund Departments: #170, #175, #180, #190, #195, part of #210, #220, #225, #300, #320, #330 Funds: #067, #077, #078, #085, #087, #089, #090, #091, #092, #095, #096, #099, #108, #109

EMA – there is an increase to the warning system maintenance. Because we are a storm ready county, the EMA director's salary is reimbursed along with other expenses. It was asked about the pager system. This is a software program that converts messages over to text messages on the phone go notify people when they are needed.

#170 – This is the Courthouse budget. It is pretty flat. There is a grant that EMA has applied for. Should he get the grant, then it will be used to purchase a new generator for the Public Safety building. The generator at the Public Safety Building would then be moved over to the Courthouse. Should the grant go through, then the \$80,000 would not be used.

#175 - This is the merit commission. The committee had requested a 5 panel commission, but currently he has only been able to get three people. They do not have to have a law enforcement background, but do need to be an upstanding citizen. The commission has the authority to administer the test, interview the applicants and put together a list of candidates for hire or promotion.

#180 – Annex 1 – the old Board room. Nothing big here, just some basic repairs.

#210 – several line items in the 210 budget full under the Sheriff – 589, 590 are for the telephone system and it has been asked to use ARPA funds for an upgrade. 5250 is a fee that the County pays ETSB for dispatching. 5268 if the user fee for tower sites for StarCom.

#220 – This is the general operation budget for the Sheriff. The department head salary is reimbursed at 66 2/3%. There is an increase in the road and corrections over-time. Fuel prices have gone up, and training has increased because of the new Safety Act. The vehicle purchase is in line with the purchase plan. Since we have new vehicles, the repairs should be minor. Food and medicine are based on the contract. The Safety Act requires that a mental health screening be done on all new hires, and current employees. This is ball park figure as it depends on how many employees we have and what trauma they experience. If the trauma comes from law enforcement duties they will see this counselor. If it is a personal matter, they can use the EAP. 5149 is the jail control system 2nd payment. 5166 is for the office manager and is contingent on the ASCME contract – salaries are currently increased by 3%.

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5170, 5171 & 5179 are road patrol, court security and corrections salary based on contract. We do get some reimbursement here. 5528 – Training and supplies. Ammunition has gone up. 5229 has gone up significantly due to bullet proof vest. Per contract every 5 years they get new vests. 5230 is the D.A.R.E and school resource officer for the safe school salary. 5237 is for supplies such as tickets, AED's for the vehicles, etc. 5238 is computer maintenance for the ETSB manager to take care of the system. 5162 is for the MEG officer, and we anticipate receiving this amount from a grant.

We currently have 10 federal prisoners. The jail is full of county inmates, so we can't house anymore paying federal prisoners. 5160 is extraordinary. We were going to get a new dishwasher, and Hobart told us what we needed to fix it. We ordered an extra part to have on hand since the washer is old.

#225 – As mentioned earlier, if we do not receive the grant for the new generator, this amount will not be spent.

#300 – we have discovered that we need an in-house person to handle the day to day IT issues. We would still have Heart. This would be an entry level position. They would be on sight M-F 8 to 5. Discussion on whether we could hire someone for \$50,000. We do not know when we will be able to hire. It could also affect the Heart contract because we don't know how much work it would take away from Heart. We have a certain number of PC's figured into the Heart contract. If the IT tech handled it, it would take that amount out of the Heart Contract and could be put toward a salary if more is needed... We will need to have help in interviewing possible candidates as we do not know the questions to ask for qualifications. #5127 is county server maintenance. A lot of upgrades have been put on the list for ARPA funds.

#320 – This is for Annex 4. It is in pretty good shape with not a lot of repairs needed. The HVAC is functional but getting old. If we take over the Health Dept., we will have to increase costs here.

#330 – this is new line item for the shooting range. The numbers placed in the budget are a target range for things like grass seed, erosion issues, gravel, concrete, etc. They will move the skid there, but eventually want a building to house training.

Funds –

#067 – revenue comes from drug fines. Expenditures can be used on anything that has to do with drugs buys, drug equipment, test kits, etc.

#077 – DUI – revenue comes from court fees. Expenditures can be used for DUI equipment.

#078 – Arrestee medical – revenue comes from court fees and expenditures are for medical costs not covered by the medical contract.

#085 – Sheriff Forfeiture – revenue awarded through court.

#089 – Sex Offender – revenue comes from sex offender registration. Part of that fee then gets sent to State Police who run the program.

#090 – D.A.R.E – supported through school donations and used for D.A.R.E supplies.

#091 – Fees from court supervision. Used to purchase vehicle equipment.

#092 – Fees from vehicle that are impounded. Funds are used for vehicle equipment.

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#095 – Fees are generated from the State licenses for pull tab and jar games. Used for K-9 program.

#096 – E citation fees from court. Spent on equipment that moves toward e-citation.

#099 – US Marshal Service Contract – We take in \$225-245,000 dollars. \$10,000 of that amount is transferred into this fund and used for new equipment for the jail.

#108 – Conceal Carry fees from fingerprinting and expenditures can be used for upkeep of the live scan.

#019 – Liquor Inspection Fund – part of pilot program and received grant funds. The Sheriff's Dept. works with the Health Department for tobacco and liquor inspections. Funds can be used for equipment.

f. Treasurer – Fund #053, #054, #070, Page 1 & 2

#053 is the retirement fund. Employees pay a portion and this is the county match. The rate has gone down from the last year. With the rate going down and the payroll going up, we should be in a good shape.

#054 is Social Security and Medicare fund. 7.65% is SS rate. The items was increased because of increase in salaries.

#070 – Tort fund – the numbers are in bold as they will need to be adjusted. Hopefully more solid numbers will be received by the end of the month. She anticipates it going up due to work comp.

It was asked if anyone has challenged Snedeker's on their increases such as liability. In the past the Public Safety Committee has worked with Snedeker's. Snedecker's is always willing to come to a meeting and explain any questions we may have.

Page 1 & 2 – some of the numbers have estimated. Anticipated revenue is \$11,300,001. Based on estimated receipts coming in thus far, we should receive over \$12,000,000. We have received a nice amount from Cures and housing inmates which helped the 2022 increase. Estimated 2023 revenue is \$12,946, 448. Page 2 shows summary of disbursements. Estimate a reduction of \$938,410 but actually will add \$35,582 if some of extraordinary are paid using ARPA funds we could increase this to greater than \$150,000.

It was asked if the extraordinary were only showing up in one place. We have to appropriate for what will be spent. So what is put in extraordinary, if ARPA covers the cost, the reserves funds would go up. We can go all the way up to November to pull and item. Once the budget is put on display in October, it can only be decreased, not increased. It was asked for Mr. Nagle, Mr. Meinhold and Melissa to meet before the Board meeting next week to discuss the use of ARPA funds.

12. New Business

a. Approval of Knapp Concrete invoice

Motion to approve Knapp Concrete invoice made by Nagel, seconded by Jones. *Motion passed.*

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b. Approval of GPEDC invoice

Motion to approve GPEDC invoice made by Nagel, seconded by Jones. *Motion passed.*

13. Unfinished Business

a. ARPA fund use

It was asked what ‘target hardening’ was. This is anything that would make the Courthouse less vulnerable to an attack of any kind – active shooter, bomb threat, etc. It would be things like adding shatter proof windows, setting up safe rooms, etc. The committee feels that they need more information regarding the items on the list before they can make a decision. We will put it on the Board agenda for discussion only.

b. U of I Extension Levy Discussion.

Ms. Sibley and Janice McCoy, Regional Director, attended last month’s meeting. The committee asked for information to be provided to them and for a meeting to be set up before this month. We have heard nothing with regard to our requests for information or setting of a meeting. We have a number of issues and are concerned about the leadership. There are a lot of unhappy people with the leadership. We have been in touch with McLean and Livingston counties, and they too are dissatisfied. We support the programs they offer, and many that they have discontinued to offer. One big concern is the money they have been stock piling. They state that U of I requires them to have 18 months of reserve. Even the county is not required to have that much reserve. It is suggested that the funds we offer be reduced by 90%. We are following the lead of McLean County. It is believed they will pack the boardroom with supporter of 4-H to try and get more money. The programs are not being distributed. We need to send a message of how unhappy we are. If we make the cut now, it gives them 30 days to reply. We will put this in front of the full board and let the whole board decide. It was asked what programs they have cut. At one point there was a Farm Extension Advisor. We were told that they were going to get rid of that advisor, so the County offered to up their contribution to help pay for the advisor. The County did just that and the advisor was still cut. However, we have continued to pay the increased amount. The office only has 3 people, and is not open but a few hours. We need to be logical, not emotional with our decision not to fund. We will discuss this at the Board meeting next week.

14. Other

15. Executive Session – Roll Call Vote

16. Any action coming out of Executive Session

17. Adjournment

Motion to adjourn made by Durst, seconded by Smith. *Motion passed.*
Meeting adjourned at 7:49 PM.

Submitted by: Deb Breyman

Ansel Burditt, Chairman
Public Safety Committee

Memorandum of Understanding

October 2022

This memorandum of understanding between the Woodford County Board (WCB) and the Woodford County Board of Health (BOH) pertains to the real property commonly known as 1831 South Main Street, Eureka, Illinois 61530, hereinafter referred to as "building".

The BOH will occupy approximately 4,992 sq. ft. of space.

The BOH will pay all utilities for the building. The BOH will maintain the interior of the building and all equipment inside the building. On the exterior of the building the BOH will maintain their air conditioner units, communications tower, and generator which they own. The BOH is only responsible for expenses for the 4,992 sq. ft. commonly known as 1831 South Main Street, Eureka, Illinois.

The WCB will be responsible for the exterior maintenance of the building which includes siding, roof, exterior lighting, snow plowing, mowing, landscaping, and parking maintenance. The BOH will salt the entrance between snowplowing if needed.

The WCB will be responsible for any property taxes and fire and liability insurance.

The term of this agreement begins on the date of last signature by the parties and will continue until the WCB sends 30 days written notice to the BOH to alter or renegotiate this agreement.

For Woodford County Board

Date

For Woodford County Board of Health

Date



WOODFORD COUNTY SHERIFF'S OFFICE

Matthew L Smith
Sheriff



Sheriff's Office information for October 2022

Below is a partial list of calls for service for September 2022

Assist Other Agency: 10

Business Checks: 158

Burglar Alarm: 12

Criminal Damage: 10

Check Wellbeing: 20

Dispute: 11

Domestic Disturbance: 32

Flag down: 14

Follow up: 81

Fraud: 9

Keys Locked in Vehicle: 17

Motorist Assist: 52

Motor Vehicle Accident: 47 (all types)

Noise Complaint: 8

Open Door: 6

Paper Service: 148 (includes OP)

Reckless Driver: 31

Road Hazard: 13

Suspicious Activity: 9

Suspicious Person: 15

Suspicious Vehicle: 27

Thefts: 17

Threats: 7

Trespass: 6

Traffic Stop: 507

Unknown Problem: 12

September Calls Total: 2088

(August Calls Total 2144)

A complete list breakdown of calls for Woodford County Sheriff in September 2022 is attached

Total Calls for Service as of the end of September 2022: 2088

Total Calls for Service as of the end of September 2021: 2241

Jail Operations Monthly Report

October 2022

September 2022 ADP: 80

September 2021 ADP: 66

Bookings September 2022:

Male: 74 Female: 24 Total: 98

Bookings September 2021:

Male: 59 Female: 19 Total: 78

Prisoner transports completed September 2022: 21

Maintenance Department Report October 2022

Project Updates.

1833 Early Voting - **The project is complete.**

PSB Domestic Hot Water Boilers Replacements - **Project is complete.**

Front Parking Lot - **Project is complete.**

South Lobby Door – **Installed needs painted. Painter is scheduled**

Courthouse Elevator - **Possibly starting around the end of November still working with Otis Elevator. Looking at a November 21st start date with completion by January 6th, 2023**

Card Access Project- **Project has started with Court Services Annex 1-2, Health Department Annex 4, and Emergency Management Facility. PSB and Courthouse are still uncompleted as well as new access card programming and distribution.**

ARPA HVAC project continues with the bidding of the PSB portions and still working to finalize some of the design and implementation planning for the Courthouse portion.

Animal Control September 2022

CAD's from dispatch	63
Eureka PD	0
Sheriff's Dept.	3
ElPaso PD	0
Total Calls	66
Aggressive	5
At large 14 back home	28
Lost 5 back home	8
Excessive barking	4
Car hits- 1 dog	1
Bite calls- Cats	1
Bite calls- Dogs 1 = wrong county	2
Dog v Dog 1 Dog v Cat 1	2
Info calls	5
Neglect	2
Wellness checks	4
Hit by car	2
Arrests	2
New dogs in kennel	3
Dogs euthanized	0
Dogs vetted	3
Dogs Rehomed	2

**WOODFORD COUNTY
VETERINARY SERVICES FUNDING AGREEMENT**

This Agreement made this ____ day of _____, 2022 between the Jayne L. and David Eric Menssen Critter Care Perpetual Charitable Trust (hereafter "Trust") and the County of Woodford, a body politic, (hereafter "County").

~~Whereas, the Trust was created for providing financial support for health, feeding and medical care of abused, neglected or abandoned dogs, and cats and other small animals and for the adoptive placement of those dogs, eats and other small animal sand cats; and~~

Commented [EG1]: #1 doesn't address small animals.

~~Whereas, the Trust endeavors to reduce the unnecessary euthanization of dogs, eats and other small animals and cats by providing financial means to encourage and support institutions within Woodford County, Illinois to care for dogs, eats and other small animals sand cats and place them for adoption; and~~

~~Whereas, the County has engaged Justin Peterson, DVM (hereinafter "Peterson") and Matt Fraker, DVM (hereinafter "Fraker") to provide veterinary services for dogs and cats; and~~

Commented [EG2]: We would like added that any other DVM that the Trust approves.

~~Whereas, the County has engaged Tim Abney Woodford County Animal Control Administrator (hereinafter "Abney Administrator") as the Animal Control Officer; and~~

~~Whereas, the Trust has a cooperating agreement with Eryn Pearson doing business as "Cats of Woodford County, Inc., an Illinois not for profit corporation" for medical care of Woodford County cats with veterinary services to be provided by Matt Fraker, DVM; and~~

Commented [EG3]: We do not have a cooperating agreement with Eryn or Cats of Woodford County

~~Whereas, the County is required to hold animals for three ten days; in the case of animals without tags, microchips or other indicia of ownership and tenseven days in the case of animals with known owners and once those time frames have passed the animals become the property of the County and they can be placed for adoption; and~~

~~Whereas, the County must at times euthanize animals due to irredeemable health conditions or severe behavioral issues that affect community safety, but it does not have a policy of routinely euthanizing animals at the end of the statutory hold period.~~

Now therefore in consideration of the recitals and obligations in this agreement the parties hereto agree as follows:

1. The Trust will provide the County up to \$7,500.00 per month to be used to pay for the cost of veterinary services for dogs and cats. It is understood that the veterinary service providers will send their invoices directly to the Woodford County Treasurer for payment.

2. The Trust shall provide funds to the County after services have been provided. The Trust agrees to provide reimbursement for veterinary services and supplies as agreed by the parties from time to time without prior approval by the Trust. The Trust will reimburse the County up to full monthly maximum amount stated in Paragraph 1 of this Agreement for any expenses incurred for such services or supplies upon presentation of proof of expense. The County will consult with the Trust if questions arise about any payment requests.
3. The Trust will approve Veterinarians whose practices most closely follow the goals of the Trust with respect to euthanasia and adoption and who will agree to perform services on a reduced cost basis.
4. The County may apply to the Trust for supplemental funds during any given month in the event ~~Abney Administrator~~ receives a dog that requires urgent medical care and the monthly allocation will not be sufficient to cover the anticipated cost of treatment. The County must obtain the Trust approval before it incurs any expense for veterinary services for any such animal. Trust will not guarantee reimbursement for any expense made prior to obtaining Trust approval. Any supplemental funds approved by the Trust will be paid to County in addition to the monthly allocation and there will no deduction in the amount of reimbursement for services because of the supplemental payment.

Commented [EG4]: What if after hours on Friday.

4-a. The Administrator, in an emergency outside of regular business hours, has discretion to approve urgent medical care. The Administrator or the County must notify the Trust at the earliest possible opportunity during normal business hours.

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5. The County will provide the Trust with monthly reports showing the number of dogs cared for by the DVMs during the month and the outcomes for these animals. Outcomes will include but not be limited to the following measures: the number of animals returned to owner, number of animals euthanized, number of animals transferred to other rescue/humane organizations and number of animals adopted. The Trust may request additional, individualized information from the County on animals that were euthanized and the County will provide this information on request.
6. The County acknowledges that the Trust was established to prevent unnecessary euthanization of animals and will use it best efforts to find adoptive homes for every dog held at the shelter, regardless of whether an animal received services paid with Trust funds. The County does not represent that it does not or will not euthanize animals under certain circumstances. However, the County does not and will not routinely euthanize animals but will make the decision to euthanize on a case-by-case basis only after evaluating the condition and temperament of the animal concerned with input from the County veterinarian. The Trust acknowledges that the County may euthanize some animals. The Trust has not established a predetermined, acceptable rate of euthanization, but Trust expects County to avoid euthanizing animals whenever possible and will monitor the County's rate of euthanization. If the Trust finds the rate to be higher than acceptable, the Trust may cease funding the County until the County provides an explanation satisfactory

to Trust of the reason for the higher rate, for example kennel wide outbreak of an infectious disease; and assurances that measures that will be taken to reduce the rate in the future.

7. This Agreement shall be for a term of five years, commencing _____.
8. The County will establish relationships with non-profit animal rescue and foster organizations to arrange for transfers or fostering of animals held at the shelter. The County will transfer dogs that have received services paid with Trust monies to such organizations with the goal of increasing the adoption rates of such animals.
9. Notices required by this Agreement shall be in writing and mailed to the following individuals at the addresses indicated on behalf of the County and the Trust:

For the County: ~~John Krug~~
 Woodford County Board Chairman
 Cell: _____
 115 N. Main St, Suite 103
 Eureka, IL 61530

For the Trust: John and Mary Penn
 9667 Crossbow Drive
 Bloomington, IL 61704
 Cell: 309-208-1113

Jayne L. and David Eric Menssen Woodford County, Illinois,
Critic Care Perpetual Charitable Trust,

By _____ By _____
John Penn, Trustee

By _____
Mary Penn, Trustee

**WOODFORD COUNTY
VETERINARY SERVICES FUNDING AGREEMENT**

This Agreement made this ____ day of _____, 2022 between the Jayne L. and David Eric Menssen Critter Care Perpetual Charitable Trust (hereafter “Trust”) and the County of Woodford, a body politic, (hereafter “County”).

Whereas, the Trust was created for providing financial support for health, feeding and medical care of abused, neglected or abandoned dogs, and cats and for the adoptive placement of those dogs and cats; and

Whereas, the Trust endeavors to reduce the unnecessary euthanization of dogs and cats by providing financial means to encourage and support institutions within Woodford County, Illinois to care for dogs, and cats and place them for adoption; and

Whereas, the County has engaged Justin Peterson, DVM (hereinafter “Peterson”) and Matt Fraker, DVM (hereinafter “Fraker”) to provide veterinary services for dogs and cats; and

Whereas, the County has engaged Woodford County Animal Control Administrator (hereinafter “Administrator”) as the Animal Control Officer; and

Whereas, the County is required to hold animals for ten days; in the case of animals without tags, microchips or other indicia of ownership and ten days in the case of animals with known owners and once those time frames have passed the animals can be placed for adoption; and

Whereas, the County must at times euthanize animals due to irredeemable health conditions or severe behavioral issues that affect community safety, but it does not have a policy of routinely euthanizing animals at the end of the statutory hold period.

Now therefore in consideration of the recitals and obligations in this agreement the parties hereto agree as follows:

1. The Trust will provide the County up to \$7,500.00 per month to be used to pay for the cost of veterinary services for dogs and cats. It is understood that the veterinary service providers will send their invoices directly to the Woodford County Treasurer for payment.
2. The Trust shall provide funds to the County after services have been provided. The Trust agrees to provide reimbursement for veterinary services and supplies as agreed by the parties from time to time without prior approval by the Trust. The Trust will reimburse the County up to full monthly maximum amount stated in Paragraph 1 of this Agreement for any expenses incurred for such services or supplies upon presentation of proof of expense. The County will consult with the Trust if questions arise about any payment requests.

3. The Trust will approve Veterinarians whose practices most closely follow the goals of the Trust with respect to euthanasia and adoption and who will agree to perform services on a reduced cost basis.
4. The County may apply to the Trust for supplemental funds during any given month in the event Administrator receives a dog that requires urgent medical care and the monthly allocation will not be sufficient to cover the anticipated cost of treatment. The County must obtain the Trust approval before it incurs any expense for veterinary services for any such animal. Trust will not guarantee reimbursement for any expense made prior to obtaining Trust approval. Any supplemental funds approved by the Trust will be paid to County in addition to the monthly allocation and there will no deduction in the amount of reimbursement for services because of the supplemental payment.
 - a. The Administrator, in an emergency outside of regular business hours, has discretion to approve urgent medical care. The Administrator or the County must notify the Trust at the earliest possible opportunity during normal business hours.
5. The County will provide the Trust with monthly reports showing the number of dogs cared for by the DVMs during the month and the outcomes for these animals. Outcomes will include but not be limited to the following measures: the number of animals returned to owner, number of animals euthanized, number of animals transferred to other rescue/humane organizations and number of animals adopted. The Trust may request additional, individualized information from the County on animals that were euthanized and the County will provide this information on request.
6. The County acknowledges that the Trust was established to prevent unnecessary euthanization of animals and will use its best efforts to find adoptive homes for every dog held at the shelter, regardless of whether an animal received services paid with Trust funds. The County does not represent that it does not or will not euthanize animals under certain circumstances. However, the County does not and will not routinely euthanize animals but will make the decision to euthanize on a case-by-case basis only after evaluating the condition and temperament of the animal concerned with input from the County veterinarian. The Trust acknowledges that the County may euthanize some animals. The Trust has not established a predetermined, acceptable rate of euthanization, but Trust expects County to avoid euthanizing animals whenever possible and will monitor the County's rate of euthanization. If the Trust finds the rate to be higher than acceptable, the Trust may cease funding the County until the County provides an explanation satisfactory to Trust of the reason for the higher rate, for example kennel wide outbreak of an infectious disease; and assurances that measures that will be taken to reduce the rate in the future.
7. This Agreement shall be for a term of five years, commencing _____.
8. The County will establish relationships with non-profit animal rescue and foster organizations to arrange for transfers or fostering of animals held at the shelter. The County

will transfer dogs that have received services paid with Trust monies to such organizations with the goal of increasing the adoption rates of such animals.

9. Notices required by this Agreement shall be in writing and mailed to the following individuals at the addresses indicated on behalf of the County and the Trust:

For the County:

Woodford County Board Chairman

115 N. Main St, Suite 103
Eureka, IL 61530

For the Trust:

John and Mary Penn
9667 Crossbow Drive
Bloomington, IL 61704
Cell: 309-208-1113

Jayne L. and David Eric Menssen
Critter Care Perpetual Charitable Trust,

Woodford County, Illinois,

By _____
John Penn, Trustee

By _____

By _____
Mary Penn, Trustee