

# AGENDA

**Special Joint Transportation & Property Committee Meeting  
Wednesday, December 17, 2025, 5:00 PM  
Joseph G. Cannon Building**

1. Call to Order and Roll Call
2. Adoption/Amendment of Agenda
3. Adoption/Amendment of Minutes (Transportation & Property) – October 22, 2025 & September 15, 2025 Meeting(s)
4. Audience Comments
5. Review of Expenses – October and November 2025
6. Surplus Highway Department Equipment – Tandem Truck.
7. 2025 County Maintenance Resolution, Motor Fuel Tax
8. Executive Session
  - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
  - B. Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (6)**  
The setting of a price for sale or lease of property owned by the public body.
  - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11)** Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
9. Items of Information  
Project Updates - Higginsville
10. Adjournment

Transportation Committee Meeting  
Wednesday October 22, 2025  
5:00 p.m., Vermilion County Highway Department

## MINUTES

### Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Joe Eakle called the Transportation Committee to order at 5:00 P.M. Upon the call of roll, the following committee members were present: Joe Eakle, Craig Golden, Mark Steinbaugh, and Phearn Butler. Dan Wright, Brad Watson and Britny Hoag were excused. 4 present 3 absent at roll call. Dan Wright joined at 5:02. Also attending the meeting: County Board Chairman – Steve Miller, Highway Department Engineer Adrian Greenwell and County Board Office Manager Jennifer Jenkins

### Agenda Item 2 - Adoption of the Agenda

Steinbaugh moved, seconded by Butler to adopt the agenda. Motion passed by acclamation.

### Agenda Item 3 - Approval of the September 24, 2025 Minutes

Steinbaugh moved, seconded by Golden to adopt the minutes. Motion passed by acclamation.

### Agenda Item 4 - Audience Comments

Butler advised that she enjoyed having the previous meeting out at the Highway Department. She had never visited there before.

### Agenda Item 5 – Review of Expenses – September 2025

Greenwell advised that they are still on target with expenses **with** more than a month to go. The last tandem truck in near completion and will be ready for pickup. It is currently at Rahn **equipment**. Motion by Steinbaugh to **approve** the September 2025 expenses seconded by Wright. Upon the roll of call the following voted **yes to wit**: Eakle, Wright, Golden, Steinbaugh, and Butler. 5 yes 2 absent

### Agenda Item 6 – Right of Way Resolution – County Highway 21, West of Collison

Greenwell indicated that this is for one of the older **type one lane slabs** and the other side be rock or sealcoat. Back in the 1980's the State of Illinois redid the Collison road and put in a **sweeping curve**. The **right of way** was never abandoned/vacation. This is 1 mile West of Collison. Motion from Golden, second by Steinbaugh. Upon the roll of call vote the following voted **yes to wit**: Eakle, Wright, Golden, Steinbaugh, and Butler. 5 yes and 2 absent.

### Agenda Item 7 – Low Bid Award, County Construction Projects – Royal Road Bridge Replacement, Section 23-00223-00-BR

Greenwell advised that this is for a **letting on October 9<sup>th</sup>**. Big O Services was the low bidder on this. He further advised that they had 3 or 4 bids. Eakle asked if this is **the road** going into Royal. Greenwell advised this is the East/West road. Motion from Steinbaugh, second by Butler. Upon the roll of call vote the following voted **yes to wit**: Eakle, Wright, Golden, Steinbaugh, and Butler. 5 yes and 2 absent

### Agenda Item 8 – Executive Session

None

### Agenda Item 9 – Items of Information

Greenwell explained that the Higginsville project is currently moving along but kind of slow. Big O is the contractor on this project but they are kind of tied up until the Army Corps of Engineers project is done with their part of the river bank. The rock is in place but they are having some time **getting** all rock, etc. Miller asked if this is a separate contract. Greenwell advised yes, it is with Gale Construction out of Joliet. This was handled through the Army Corps of Engineers. Greenwell also mentioned that the **he** is still looking into getting pricing, and or interested municipalities for the **surplused** truck that was brought to the committee prior.

### Agenda Item 10 - Adjournment of Meeting

Committee Chairman Eakle adjourned the meeting at 5:17 pm.

Minutes by: Jennifer Jenkins – CB Office Manager

Property Committee Meeting  
September 15, 2025  
Joseph G. Cannon Building, 2<sup>nd</sup> Floor, 5:00 PM

## MINUTES

### **Agenda Item 1 - Call to Order and Roll Call**

Committee Chairman Mark Steinbaugh called the meeting to order at 5:00 p.m. Upon the call of roll, the following members were present: Mark Steinbaugh, Larry Baughn, Kevin Bodine, Dan Wright, Becky Stark, Kevin Green, and Christine LaMar. Phil Jackson was absent. 7 present and 1 absent. Also present were: County Board Chairman – Steve Miller (joined @ 5:03), Blaine Meadows- Performance Services, Public Audience - Michelle Carder, Melanie Wolcott, and Doug Carder. Also present was Jennifer Jenkins -CB Office Manager.

### **Agenda Item 2 - Adoption/Amendment to the Agenda**

Green suggested adding 2 agenda items. They were: 1. Discussion/Update of renovating the elevator at the Joseph G. Cannon building. 2. Discussion/Update of replacing the current Animal Shelter. Steinbaugh advised that we can discuss later in the agenda. A motion was made by Green to accept the agenda as presented, second by LaMar. Motion was carried by acclamation.

### **Agenda Item 3 – Approval of minutes- August 18, 2025**

A motion was made by Baughn, second by Bodine to approve the August 18, 2025 minutes. Motion was carried by acclamation.

### **Agenda Item 4 - Audience Comments**

Melanie Wolcott addressed the committee with concerns of the Animal Shelter and its current deteriorating status. She urged the committee to visit the Animal Shelter if they have not already.

### **Agenda Item 5- Contract – Performance Services - Blaine Meadows**

Blaine Meadows advised the committee that the attached contract is to address the tuckpointing needs for the County buildings as well as the elevator at the Joseph G. Cannon building. Miller asked what is the length of time that the contract will cover. Meadows advised that there is no specific length of time. This is just for the duration of the services that are offered within the scope. If the committee would like to add a specific time frame then that could be done. Meadows further added that this is for professional services and design. Miller asked if this is just for the tuckpointing of the Rita B. Garman Vermilion County Courthouse and the Joseph G. Cannon building as well as the elevator at the Joseph G. Cannon building. Meadows advised that any other buildings could be added to the scope however, without the County having to send out an RFQ (Request for Qualifications), their professional services can only go up to \$45,000.00 without the County soliciting an RFQ. Meadows also encouraged the committee members to send any contractors his way for any upcoming projects. Moved by Stark, seconded by Bodine to approve the contract with updates to include additional tuckpointing services at the maintenance building located on Hazel Street. Upon the call of roll the following voted yes to wit; Steinbaugh, Baughn, Bodine, Wright, Stark, Green, and Lamar. 7 yes 1 absent

### **Agenda Item 6- Executive Session**

Not necessary.

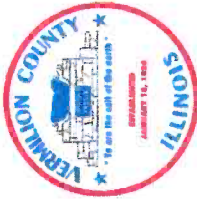
### **Agenda Item 7- Items of Information and Committee Concerns**

Green asked for an update on the Animal Shelter regarding a donor for a new spay/neuter clinic? Miller advised that he has not received anything in regards to that. Green further advised that he heard there is a person in town that has a building for sale for a possible different location for the shelter. Steinbaugh and Miller advised that they were not aware of this either. Green also advised that he thought that there may be some fundraising for a possible purchase of Paw a Day. Steinbaugh advised that there has not been any discussion. He further added that he had received some emails from citizens in the county that are concerned about the shelter. He has not responded to these. Green asked what would be the answer if citizens wanted to create a fundraiser? Miller advised that Vermilion County does not have the finances to purchase Paw A Day and make the necessary changes to accommodate the County's needs. He further added that he does see the County getting a new facility. However, he does not have any further information to share at this time. The timeline for the County moving forward with this new facility will be months.

### **Agenda Item 8 – Adjournment**

Motion by Green, seconded by Lamar to adjourn.  
Meeting adjourned @ 5:32 P.M.

Minutes by: Jennifer Jenkins, CB Office Manager



# Expense Budget Performance Report

Date Range 12/01/24 - 11/03/25

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund 007 - COUNTY HIGHWAY FUND									
Department 810 - County Highway									
Project 00 - General									
	<b>EXPENSE</b>								
4101	Salary - Personnel	553,780.00	.00	553,780.00	.00	.00	490,030.01	63,749.99	88
4104	Salary - Overtime	50,000.00	.00	50,000.00	.00	.00	14,015.63	35,984.37	28
4128	Salary - Technical/Secretary	430,848.00	.00	430,848.00	.00	.00	287,448.60	143,399.40	67
4132	Salary - Summer Personnel	20,000.00	.00	20,000.00	.00	.00	14,999.60	5,000.40	75
4149	FICA	.00	.00	.00	.00	.00	.00	.00	+++
4150	IMRF	.00	.00	.00	.00	.00	.00	.00	+++
4151	Unemployment	.00	.00	.00	.00	.00	.00	.00	+++
4152	Workers Compensation	.00	.00	.00	.00	.00	.00	.00	+++
4153	Personal Days	.00	.00	.00	.00	.00	.00	.00	+++
4155	Insurance - Life/Health	137,400.00	.00	137,400.00	.00	.00	95,542.56	41,857.44	70
4156	Insurance - Liab/Fire/Bonds	100,000.00	.00	100,000.00	.00	.00	93,564.00	6,436.00	94
4159	Employee Fringe Benefits	17,000.00	.00	17,000.00	.00	.00	14,473.40	2,526.60	85
4210	Supplies/Office	7,000.00	.00	7,000.00	.00	.00	4,170.13	2,829.87	60
4220	Materials	30,000.00	.00	30,000.00	6.96	9.48	16,981.20	13,009.32	57
4221	Fuel	100,000.00	.00	100,000.00	.00	.00	52,820.72	47,179.28	53
4238	Special Circumstances	.00	.00	.00	.00	.00	.00	.00	+++
4251	Travel Expense	2,000.00	.00	2,000.00	.00	.00	26.10	1,973.90	1
4260	Telephone	5,000.00	.00	5,000.00	.00	.00	1,786.53	3,213.47	36
4265	Contractual/Communications	.00	.00	.00	.00	.00	.00	.00	+++
4270	Postage	2,500.00	.00	2,500.00	.00	.00	1,304.06	1,195.94	52
4271	Contractual/Legal Fees	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0
4291	Maint/Repair - Vehicles	90,000.00	.00	90,000.00	.00	.00	59,487.51	30,512.49	66
4294	Maint/Repair - Buildings	40,000.00	.00	40,000.00	.00	.00	26,658.09	13,341.91	67
4300	Contractual/Equipment Rental	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0
4301	Contractual/Maint - Roads	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0
4302	Bridge Repairs	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0
4315	Electricity/Gas	24,000.00	.00	24,000.00	.00	141.62	15,343.36	8,515.02	65
4316	Water	2,000.00	.00	2,000.00	.00	36.89	385.83	1,577.28	21
4361	Contractual/Prof Services	2,000.00	.00	2,000.00	.00	.00	1,228.40	771.60	61
4363	Dues/License Fees	.00	.00	.00	.00	.00	.00	.00	+++
4364	Education/Training	.00	.00	.00	.00	.00	.00	.00	+++
4410	Land Purchase/Easement	.00	.00	.00	.00	.00	.00	.00	+++
4450	Office Furniture/Equipment	5,000.00	.00	5,000.00	.00	.00	436.74	4,563.26	9
4451	Vehicle Lease/Purchase	100,000.00	313,263.00	413,263.00	.00	.00	363,372.66	49,890.34	88
4452	Equipment Lease/Purchase	100,000.00	253,688.00	353,688.00	.00	127,637.62	127,187.23	98,863.15	72
4499	Suspend File	.00	.00	.00	.00	.00	.00	.00	+++



# Expense Budget Performance Report

Date Range 12/01/24 - 11/03/25  
 Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 007	COUNTY HIGHWAY FUND								
	Department 810 - County Highway								
	Project 00 - General								
	EXPENSE								
4610	Transfer out	.00	.00	.00	.00	.00	.00	.00	+++
	EXPENSE TOTALS	\$1,825,528.00	\$566,951.00	\$2,392,479.00	\$6.96	\$127,825.61	\$1,681,262.36	\$583,391.03	76%
	Project 00 - General Totals	(\$1,825,528.00)	(\$566,951.00)	(\$2,392,479.00)	(\$6.96)	(\$127,825.61)	(\$1,681,262.36)	(\$583,391.03)	76%
	Department 810 - County Highway Totals	(\$1,825,528.00)	(\$566,951.00)	(\$2,392,479.00)	(\$6.96)	(\$127,825.61)	(\$1,681,262.36)	(\$583,391.03)	76%
	Fund 007 - COUNTY HIGHWAY FUND Totals	\$1,825,528.00	\$566,951.00	\$2,392,479.00	\$6.96	\$127,825.61	\$1,681,262.36	\$583,391.03	



# Expense Budget Performance Report

Date Range 12/01/24 - 11/03/25

Include Rollup Account and Rollup to Base Account.

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 062 - COUNTY BRIDGE FUND									
Department 850 - County Bridge									
Project 00 - General									
	EXPENSE								
4343	Construction & Engineering	380,000.00	.00	380,000.00	3,472.25	.00	168,428.09	211,571.91	44
4610	Transfer out	.00	.00	.00	.00	.00	.00	.00	+++
	<b>EXPENSE TOTALS</b>								
	Project 00 - General Totals	\$380,000.00	\$0.00	\$380,000.00	\$3,472.25	\$0.00	\$168,428.09	\$211,571.91	44%
	Department 850 - County Bridge Totals	(\$380,000.00)	\$0.00	(\$380,000.00)	(\$3,472.25)	\$0.00	(\$168,428.09)	(\$211,571.91)	44%
	Fund 062 - COUNTY BRIDGE FUND Totals	\$380,000.00	\$0.00	\$380,000.00	\$3,472.25	\$0.00	\$168,428.09	\$211,571.91	44%
	<b>Grand Totals</b>	\$2,205,528.00	\$566,951.00	\$2,772,479.00	\$3,479.21	\$127,825.61	\$1,849,690.45	\$794,962.94	

## Surplus County Highway Department Property

2013 International Model 7400 Tandem Truck – Mileage 106,185





District	County	Resolution Number	Resolution Type	Section Number
5	Vermilion		Original	26-00000-00-GM

BE IT RESOLVED, by the Board of the County of Vermilion Illinois that there is hereby appropriated the sum of One million, seven hundred thousand and 00/100 Dollars ( \$1,700,000.00 )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 01/01/26 to 12/31/26.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that County of Vermilion shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Robyn Heffern County Clerk in and for said County of Vermilion in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Board of Vermilion at a meeting held on 01/13/26

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 13th day of January, 2026.

(SEAL, if required by the LPA)

Clerk Signature & Date

APPROVED

Regional Engineer Signature & Date  
Department of Transportation

Aye \_\_\_ Nay \_\_\_ Absent \_\_\_ Abstain \_\_\_

**Re: County Maintenance Resolution for 2026, Section 26-00000-00-GM**

APPROVED BY TRANSPORTATION COMMITTEE:  
December 17, 2025

Joe Eakle (Chair)    Aye    Nay    Absent    Abstain

Phearn Butler        Aye    Nay    Absent    Abstain

Craig Golden         Aye    Nay    Absent    Abstain

Britny Hoag          Aye    Nay    Absent    Abstain

Mark Steinbaugh     Aye    Nay    Absent    Abstain

Brad Watson          Aye    Nay    Absent    Abstain

Dan Wright (VC)     Aye    Nay    Absent    Abstain

Resolution Number \_\_\_\_\_