

HEATHER BOWMAN
HAMILTON COUNTY CLERK & RECORDER

**MINUTES OF THE REGULAR HAMILTON COUNTY BOARD MEETING ON:
JULY 15, 2026**

The Hamilton County Board convened at the Hamilton County Courthouse in the City of McLeansboro, State of Illinois, on Wednesday the 15th day of July, at 6:00 p.m. and was called to order by Chairman Kelly Woodrow.

The meeting opened with the Pledge of Allegiance.

On roll call, the following board members responded as being present, which represented a quorum: Kelly Woodrow, John Mead, Adam Little, John Carrell, and Landon Vaughan.

Coroner Robert Miller and County Highway Engineer Rick Coronado were also in attendance.

MOTION was made by Adam Little, seconded by Landon Vaughan, to approve the minutes of the June 17, 2026 Regular Hamilton County Board Meeting as presented. Vote by acclamation. All voting aye, none nay. Motion carried.

Chairman Woodrow thanked everyone for coming and asked if there were any public comments. Paula Hatfield said everything was going great with their programs. She brought one of her 4H members, Austin Tucker, with her to talk about his 4H project. Austin showed the board an American flag he welded. He said he earned a chance to enter it in the State Fair and would also be making a cannon for their parade float. Chairman Woodrow asked him if he planned to make and sell more of the flags. Austin said he would like to send the one he has done to one of the veteran groups. The board complimented and congratulated him on his work. Paula said it took Austin some time to explore his interests and had been learning to weld through the SIC spin club; a 6-meeting series held in Carmi. She said it was good to show that not all activities they offer are just the “traditional” ones that people think of. This concluded her report. Next, John Perryman requested to speak on behalf of the Kiwanis Club. John said they are searching for building space to house their sign boards and Fall Festival float. He said they are thinking they need a minimum of 16 x 24 foot if possible. John said if the County or any individual would be willing to share a space, to please let them know. Chairman Woodrow said he would think on it and get back to him. There were no other public comments.

DEPARTMENT REPORTS

Treasurer’s Report: Chairman Woodrow noted that Treasurer, Sarah Kelly, provided her written monthly report and a copy was in the board packet.

Sheriff’s Report: Sheriff Lakin provided a written report for the board packets. Chairman Woodrow said he talked with Tracy about having the entry doors stained before the Fall Festival, but Tracy wasn’t sure he could get the painter back by then. Adam Little noted that the Sheriff was planning to hire Norman Lorenz in August to fill the open maintenance position.

County Clerk & Recorder’s Update: Clerk Bowman noted the board packets included an invitation from Red Rock (new hog farm) for their upcoming open house and her monthly financial report. She also reminded the board of her requirement to complete a Permanent Vote By Mail mass mailing in August. Bowman explained further that this unfunded mandate is required before each November election. She said she planned to utilize an opt-out option, as done in her last mailing, which gives voters the chance to opt-out of the notice and save the county money on future mailings. Bowman thought their current number of opt-outs was around 600-700. The Clerk noted that this does not mean the voter cannot request a Vote By Mail ballot or Permanent Vote By Mail status in the future, they would just need to call and request to do so.

EMA Report: EMA Director, Jason Stewart, said they had 2 calls this month; one for lift assistance and one for drone support on a missing person. He said they also attended some training meetings in Marion and Paducah with the National Weather Service. Last, Stewart covered their recent grant submissions and their request for the Resolution on tonight's agenda. The Director briefly explained that the Mutual Aid Agreement would allow them to work with other counties. This concluded Jason's report.

ETSB Report: ETSB Chairman, Dorothy Smith, said they hosted their first CPR training session last night with 22 participants at the Issac Walton Cabin and had 2 classes planned for the following day. She also reported the liability request from Hamilton County Water for Novacom to climb the water tower and finish the radio install. Last, Dorothy briefly touched on their 4th GPS purchase for Hamilton County Ambulance and their \$60,000 Grant award to help with CAD updates. ETSB Director Tracy Felty was also in attendance to give an update. Tracy noted the recent 911 milestone that took place on July 5th, which was their 10th year of service. He said he has seen the county transition from pre-basic 911, on paper, to now having the latest equipment. Tracy also noted that they were very proud to have paid off their purchases within the first 3 years of inception and listed their other improvements and accomplishments. He said the future of 911 is always evolving and credited both the ETSB Board and the County Board for their support. The Board thanked Tracy for his time.

Health Department Report: There was no update.

Animal Control Update: Chairman Woodrow noted that there was a new invoice for Animal Control on the claims list with 111 days of housing and 11 hours labor totaling \$799. He said there was also an invoice for fuel that was around \$268. The Chairman said many of the issues on animal control are set by the contract. He thought the current agreement would be up in December if the members would like to negotiate anything different.

Ambulance Service Update: There was no update.

Administrative Services: Dustin Harmon, with Bellwether, said the county received their updated letter on the Waste Management Plan discussed last month and noted that they would continue working with the agency to get the plan established with extensions as necessary. He also noted the department budget packets were sent out and are due back in the next two weeks. Harmon complimented the department heads when discussing the expense side of the Q2 variance report. He said revenues were only reporting at 36% for the year due to late transfers and the wait for property tax revenue. Last, Dustin gave an update on last months approved request for OPIOD funds by Shyla Wagner-Hernandez. He said State's Attorney Mead was finalizing the agreement and planned to sign with Shyla on Monday.

MOTION was made by Landon Vaughan, seconded by John Carrell, to approve the department reports. Vote by acclamation. All voting aye, none nay. Motion carried.

CONSENT AGENDA

The consent agenda was read by Heather Bowman, County Clerk.

1. Accept checks from the Hamilton County Health Department for the month of June, 2026.
Salaries: \$8,856.00 Fringes: \$1,041.46 Unemployment: \$144.96 Insurance: \$1,158.14.
2. Accept check #48607 in the amount of \$5,208.33 from the City of McLeansboro per the Central Dispatching agreement for the month of July 2026.
3. Accept check #AC8662464 from the State of Illinois/State Board of Elections in the amount of \$25,293.43 for the reimbursement of FY26 IVRS grant expenses.
4. Accept check #AC8672934 from the State of Illinois/State Board of Elections in the amount of \$37,623.52 for the reimbursement of FY26 HAVA (Polling Place Accessibility) grant expenses.

5. Review the Hamilton County Trustee Program Impact Summary received from Joseph E. Meyer & Associates.
6. Review the Notice of Annual Salary Reimbursement COLA received from the Department of Revenue and approve the PTAX-451, as required, for the Hamilton County Sheriff.
7. Review the ROE #20 4th quarter report submitted by Dr. Beth Rister.
8. Review the 1% school facilities tax schedule in the amount of \$58,512.35.

Clerk Bowman noted that the Public Safety Tax Payment (#9) was running behind this month and had not been received.

9. Review the Hamilton County Public Safety Tax Payment received in the amount of \$_____. This is liability MO- April 2026, Collected MO- May 2026 Vouchered MO- July 2026.

MOTION was made by Adam Little, seconded by John Carrell, to approve the consent agenda as read. On roll call the vote was as follows: Yes- Adam Little, John Carrell, Landon Vaughan, John Mead, and Kelly Woodrow. 5 yes, 0 nays, motion carried.

NEW BUSINESS

1. The board was presented with the request from Southern 14 Workforce Investment Board to make a decision to approve or disapprove of their PY26 Allocated Funding Submission.

Chairman Woodrow asked Dustin Harmon, with Bellwether, to cover this item. Dustin explained that Southern 14 has to submit their budget request to each county member for review, before sending it to the State. Chairman Woodrow clarified that the program does not cost the county any money.

MOTION was made by Landon Vaughan, seconded by John Carrell, to approve the Southern 14 Workforce Investment Board PY26 Allocated Funding Submission as presented. On roll call the vote was as follows: Yes- Landon Vaughan, John Carrell, Adam Little, John Mead, and Kelly Woodrow. 5 yes, 0 nays, motion carried.

2. The Board was presented with Ordinance #2026-07-01 amending the Hamilton County Budget for FY26.

Dustin Harmon noted that the changes were due to the 2 approved road projects for Edgar Rd and Dale Road, along with an indexing project in the County Clerk's special fund.

MOTION was made by John Mead, seconded by Adam Little, to approve Ordinance #2026-07-01 as presented. On roll call the vote was as follows: Yes- John Mead, Adam Little, John Carrell, Landon Vaughan, and Kelly Woodrow. 5 yes, 0 nays, motion carried.

3. The board was presented with Resolution #2026-07-01 pertaining to expense procedures for the Special Projects line item in the Coal Fund.

MOTION was made by John Mead, seconded by Adam Little, to approve Resolution #2026-07-01 as presented. On roll call the vote was as follows: Yes- John Mead, Adam Little, Landon Vaughan, John Carrell, and Kelly Woodrow. 5 yes, 0 nays, motion carried.

4. The board was provided with a copy of Resolution #2026-07-02 authorizing the Hamilton County Emergency Management Agency to participate as a member in the Illinois Emergency Management Mutual Aid System Response pursuant to an Intergovernmental Agreement for the Establishment of a Mutual Aid Intergovernmental Service Agreement.

MOTION was made by Landon Vaughan, seconded by John Carrell, to approve Resolution #2026-07-02 as presented. On roll call the vote was as follows: Yes- Landon Vaughan, John Carrell, Adam Little, John Mead, and Kelly Woodrow. 5 yes, 0 nays, motion carried.

5. The board was provided with a list of Claims, including any Late Claims and Highway Claims.

MOTION was made by John Mead, seconded by Landon Vaughan, to approve all claims as presented. On roll call the vote was as follows: Yes- John Mead, Landon Vaughan, Adam Little, John Carrell, and Kelly Woodrow. 5 yes, 0 nays, motion carried.

HIGHWAY RECOMMENDATION

6. The board was presented with a list of miscellaneous project estimates from the Hamilton County Highway Engineer to finish out the Highway Department office building.

Chairman Woodrow noted that these items were discussed in the Highway meeting and included a handicapped parking space, an overhead door for the back side, and the back-office area. Dustin Harmon reminded the board that this particular action to approve the projects was necessary due to the resolution passed earlier on the agenda.

MOTION was made by John Mead, seconded by Adam Little, to approve the list of estimates for the Highway Building to be paid from the Special Projects line item in the Coal Fund. On roll call the vote was as follows: Yes- John Mead, Adam Little, John Carrell, Landon Vaughan, and Kelly Woodrow. 5 yes, 0 nays, motion carried.

MOTION was made by Landon Vaughan, seconded by John Carrell, to adjourn the meeting. Vote by acclamation. All voting aye, none nay. Motion carried.

MINUTES APPROVED ON: _____

COUNTY CLERK

CHAIRMAN