

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF JANUARY 17, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff, and Ann Schroeder. Also present: Mike Hilmes, Jami Staser, Dan Behrens, Kyle Markus and Adriana Gilpin.
3. Approved minutes from December 2024 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. Gilpin, on behalf of County Clerk's Office, talked about sending out Statements of Economic Interest and that the staff is preparing for the April 1 election. Schroeder said that Tut the Dog was still on the lose, unfortunately. Knolhoff provided an update on the radio communications tower court case.
5. The committee reviewed and clarified agenda items for the January 21 regular board meeting. Additional items were added
6. Knolhoff motioned for the amendment to predictable fee schedule for recording to be added for full board approval. Ann Schroeder seconded this motion. Motion carried.
7. Schroeder made a motion to bring the Revised Code of Ordinances to the full board for approval. Brad seconded the motion. Motion carried.
8. Next Executive Committee meeting is scheduled for February 14, 2025 at 9 a.m.
9. Motion for adjournment made by Schroeder; seconded by Heinzmann. Motion carried.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF FEBRUARY 14, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Mike Hilmes, JD Brandmeyer, Dan Travous, Adriana Gilpin and Vicky Albers.
3. Approved minutes from January 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. County Clerk Vicky Albers said her office is preparing for the April 1 Consolidated Election with early voting starting Feb. 20. Sheriff Dan Travous gave an update on the Sheriff's Conference he recently attended.
5. The committee reviewed and clarified agenda items for the February 18 regular board meeting. Two items were added for full board approval. The board will be asked to approve a letter to recognize Discover Downstate Illinois Tourism as a state certified tourism bureau for FY 2026. The board will be asked to rescind the previously approved County Farm lease agreement and accept the second highest bid. Motion by Knolhoff, seconded by Schroeder to add the two items to the agenda. Motion carried.
6. The board will also be asked to approve the hiring of Mike Meskil as the new Director of Maintenance. Knolhoff explained that the Facilities Committee interviewed four very qualified candidates and unanimously approved hiring Meskil. His tentative start date is late February.
7. Knolhoff said the county will advertise to fill the Supervisor of Assessments position with current assessor Linda Mensing retiring in late May. The applicant must possess, or be willing to obtain, the necessary assessment accreditation.
8. Knolhoff updated board members that a zoning hearing for construction of the telecommunication towers for the new countywide radio system will be held on March 5.
9. Next Executive Committee meeting is scheduled for March 14, 2025 at 9 a.m.
10. Motion for adjournment made by Schroeder at 9:54 a.m. and seconded by Heinzmann. Motion carried.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF MARCH 14, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Mike Hilmes, Kurt Schmitz, Mike Meskil, Jami Staser, Denise Trame, JD Brandmeyer, Dan Travous, Dan Behrens, Rod Kloeckner, Carla Stalnaker, Adriana Gilpin and Vicky Albers.
3. Approved minutes from the February 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. Knolhoff reported that there have been some complaints about non-veterans parking in the designated veterans' parking spot by the county memorial. The Sheriff's Office will investigate the issue.
5. Knolhoff introduced the county's new Director of Maintenance, Mike Meskil, adding that he anticipates many improvements to county buildings in the future. Meskil said he has a list of various projects and has been cleaning up the unused items stored in the courthouse hallways and under the stairwells.
6. County Engineer Dan Behrens said his crews are getting ready to start summer maintenance and he's looking into the purchase of a new truck. County Clerk Vicky Albers said her office is preparing for the April 1 Consolidated Election with early voting ongoing. The County Clerk's Office will soon begin the process of extending taxes. She and Linda Richter have been meeting with insurance consultant Bill Schmaltz who is introducing a new employee navigator website to allow all county employees and retirees to manage their annual insurance renewal. The county will also be switching to a new third-party administrator for health insurance, and employees will receive information soon. Zoning Administrator Jami Staser said her office has been busy with spring building permits. She noted that Sidwell recently fixed an issue with the GIS mapping. Treasurer Denise Trame's office is getting ready to send out mobile home tax bills. State's Attorney J.D. Brandmeyer had no report stating that everyone is already aware that the temporary restraining order on the radio communications project has been lifted. Sheriff Dan Travous reported that deputy Ken McElroy is retiring today after 11 years with the county. The Sheriff's Department is working with an architect on a proposed addition on the east side of the jail. Travous and Chief Probation Officer Carla Stalnaker discussed the ramifications of the lack of juvenile detention centers which is a statewide crisis. Stalnaker also discussed changes with probation fee standards. County Board member Kurt Schmitz said he is working with Miken Technologies, the county's IT provider, to ensure all services and expenses are warranted.
7. The committee reviewed and clarified agenda items for the March 17 regular board meeting.
8. Next Executive Committee meeting is scheduled for April 17, 2025 at 9 a.m.
9. Motion for adjournment made by Schroeder and seconded by Heinzmann. Motion carried.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF APRIL 17, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Mike Hilmes, Jami Staser, JD Brandmeyer, Linda Mensing, Adriana Gilpin and Vicky Albers.
3. Approved minutes from the March 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. County Clerk Vicky Albers reported that the results have been canvassed for the April 1 Consolidated Election. Staff members are working on the tax extension and the filing of Economic Interest Statements by the various elected and appointed officials across the county. The County Clerk's Office has also been busy with the health insurance renewal and the implementation of a new Employee Navigator which will require employees to handle their own open enrollment benefit elections via an online portal. Supervisor of Assessments Linda Mensing said the Board of Review completed its work on April 4, and the abstract has been sent to the state. Jackie Eversgerd has taken over the duties of retired employee Ginny Dietzel. Zoning Administrator Jami Staser reported that her office is busy with various solar projects which require site visits. There are multiple active sites in the county which require continued maintenance. State's Attorney JD Brandmeyer had nothing new to report from his office; however, he said, maintenance crews did get the ceiling tiles replaced.
5. Knolhoff noted that the Finance Committee will be organizing an inventory of all county computer work stations, laptops and tablets.
6. Knolhoff also explained the county's plans to earmark \$50,000 over a two-year period to help finance a new event center at the Clinton County Farigrounds. The funding proposal will be on the April agenda for the full board's consideration.
7. The committee reviewed and clarified agenda items for the April 21, 2025 regular board meeting. One addition was a motion to approve the adjournment of the Clinton County Board of Review.
8. Next Executive Committee meeting is scheduled for May 16, 2025 at 9 a.m.
9. Motion for adjournment made by Knolhoff and seconded by Schroeder. Motion carried.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF MAY 16, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Mike Hilmes, Jami Staser, Mike Meskil, Adriana Gilpin and Vicky Albers.
3. Approved minutes from the April 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. County Clerk Vicky Albers reported that revised tax levy and extension approval forms were sent to the various taxing districts. Revisions were necessary due to an error with the tax computation software. Albers said her office has had repeated issues with the tax software. Knolhoff asked that a representative of the software company attend next month's Executive Committee meeting. Albers also reported that the county's new insurance portal, Employee Navigator, launched today. The new system will require employees to handle their own open enrollment benefit elections via an online portal. Zoning Administrator Jami Staser reported that her office is busy with various solar projects, and one company has contacted the State's Attorney's Office with concerns about the county's permit fees. Maintenance director Mike Meskil gave an update on maintenance with the weepholes on the courthouse exterior and reported that a college student has been hired to assist with summer work.
5. Knolhoff explained an ordinance that will come before the full board on May 19. The ordinance amends the County Code regarding termination of employment and sets future COBRA and insurance rates for terminated and retired employees. Knolhoff said the county is getting out of the insurance rate setting business. In the future, annual rates will be adjusted according to recommended rates, based on liability, from the plan administrator. Depending on the details of the employee's termination, the premium rate may be subsidized by the county.
6. The committee reviewed and clarified agenda items for the May 19, 2025 regular board meeting.
7. Next Executive Committee meeting is scheduled for June 13, 2025 at 9 a.m.
8. Motion for adjournment made by Knolhoff and seconded by Schroeder. Motion carried.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF JUNE 13, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Jami Staser, Linda Richter and Vicky Albers.
3. Approved minutes from the May 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. County Clerk Vicky Albers reported the tax extension process has been completed in her office. The treasurer's office anticipates sending tax bills in early July with due dates in August and October. Zoning Administrator Jami Staser reported that her office is busy with various solar projects and maintenance of these projects is increasing her workload. She said the board will be looking into the hiring of a solar site inspector to assist with some of this work. The committee briefly discussed solar permit fees for the Ruby Solar Project. A representative from the development company, Birch Creek Development, will attend the full board meeting on June 16.
5. The committee reviewed an application received for the Benefits, Payroll and Accounts Payable Manager position. After speaking with the potential candidate, Knolhoff made a motion to recommend to the full board the hiring of Linda Richter for the position. Schroeder second the motion. Motion carried.
6. The committee reviewed a letter of resignation and request for payout submitted by Probation Department employee Zachary Schienschang. Schroeder made a motion to put the request on the agenda for the full board to consider. Knolhoff seconded the motion. Motion carried.
7. The committee reviewed and clarified agenda items for the June 16, 2025 regular board meeting.
8. Next Executive Committee meeting is scheduled for July 18, 2025 at 9 a.m.
9. Motion for adjournment made by Schroeder and seconded by Knolhoff. Motion carried. Meeting adjourned at 10:30 a.m.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF JULY 18, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Adriana Gilpin, Mike Meskil and Vicky Albers.
3. Approved minutes from the June 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. Maintenance Supervisor Mike Meskil gave an update on various projects: elevator maintenance, landscaping at the health department and courthouse, caulking of courthouse windows, improvements to the lactation room and renovations for the Veterans Assistance Commission office space. County Clerk Vicky Albers reported that petition circulation for the March 17, 2026 Primary Election begins August 5. Candidates will file paperwork in her office Oct. 27-Nov. 3. Albers said six applications for superintendent of the newly formed Veterans Assistance Commission of Clinton County (VACCC) have been forwarded to the VACCC Board. Knolhoff reported that the Assessment Office is running smoothly despite the absence of an appointed Supervisor of Assessments. Certification testing for that position will be held soon in Carlyle. Schroeder reported on a dog bite case with the animal biting a resident as well as an employee of Animal Control.
5. The committee reviewed and clarified agenda items for the July 21, 2025 regular board meeting. Two resolutions will be added to approve the state-established compensation for the Public Defender and the Sheriff.
6. Next Executive Committee meeting is scheduled for August 15, 2025 at 9 a.m.
7. Motion for adjournment made by Schroeder and seconded by Knolhoff. Motion carried.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF AUGUST 15, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Wendy Pfeil from SIMPAC, Adriana Gilpin, Mike Hilmes.
3. Approved minutes from the July 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. Wendy Pfeil, the new executive director of Southwestern Illinois Metropolitan and Regional Planning Commission (SIMPAC), spoke about the restructuring of the organization and regaining clientele's confidence in the comprehensive development plans they have moving forward. She also informed the board there will be a meeting August 27 as well as the annual SIMPAC meeting on October 22 at City Hall in Fairview Heights.
5. Sheriff Dan Travous expressed gratitude for deputy Brett Winegarner who recently saved a woman's life by pulling her from a burning vehicle. Sheriff Travous also discussed speaking to the City of Carlyle about moving forward with the jail expansion plans.
6. The committee reviewed and clarified agenda items for the August 18 regular board meeting.
7. Next Executive Committee meeting is scheduled for September 12 at 9 a.m.
8. Motion for adjournment made by Schroeder and seconded by Knolhoff. Motion carried. Meeting adjourned at 9:47 a.m.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF SEPTEMBER 12, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Brad Knolhoff and Ann Schroeder. Also present: Jami Staser, Carla Stalnaker, Tony Petrea, Dan Behrens, Colbey Voss, Chris Leidel, Denise Trame, JD Brandmeyer, Mike Hilmes, Adriana Gilpin.
3. Approved minutes from the August 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. The committee heard reports from department heads. Zoning Administrator Jami Staser said her office is inspecting solar farms and has had many calls about new solar projects. Chief Probation Office Carla Stalnaker reported having six Drug Court graduates in August which is a big accomplishment. Drug court is currently full and has people on a waiting list. She looks forward to the program growing. Animal Control Warden Tony Petrea expressed concern with the facility being near full capacity, so they are dropping adoption fees this month. In addition, Animal Control is updating policies/procedures. He mentioned a Vaccination Clinic in Centralia next week and plans for a spay/neuter clinic next month. Colbey Voss spoke about his new job as superintendent of the Veterans Assistance Commission of Clinton County and how he attended the sendoff for the Honor Flight to Washington D.C. on Labor Day. He looks forward to attaining his certifications and helping veterans throughout the county. Health Department Administrator Chris Leidel spoke about a meeting with S.I.T.H, which he attended with Dr. Brian Klostermann regarding the potential of taking on Medicare patients. The Health Department is also looking for a contractor for the proposed dental clinic and has future meetings planned to determine if the project will be feasible. Treasurer Denise Trame has been collecting taxes, and second installments are due Oct. 1.
5. Brad Knolhoff gave an update on the Countywide Radio system stating that the first telecommunications tower is going up in Sugar Creek Township and that testing should start between December and March. Knolhoff gave an overview and timeline for the Fiscal Year 2026 Budget. The Budget Committee is meeting on Sept. 17. Department heads are asked to have any budget changes turned in by Sept. 26, and the budget will be finalized during subsequent meetings with a goal of adopting the budget at the November County Board meeting.
6. The committee reviewed and clarified agenda items for the September 15 regular board meeting.
7. The next Executive Committee meeting is scheduled for October 17 at 9 a.m.
8. Motion for adjournment made by Schroeder and seconded by Knolhoff. Motion carried. Meeting adjourned at 10:33 a.m.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF OCTOBER 17, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Brad Knolhoff and Nelson Heinzmann. Also present: Jami Staser, Mike Hilmes, Adriana Gilpin, Mike Meskil
3. Approved minutes from the August 2025 Executive Committee meeting. Motion by Heinzmann, seconded by Knolhoff. Motion carried.
4. The committee heard reports from department heads. Zoning Administrator Jami Staser went over her motions for the Oct. 20 full board meeting. She's been receiving solar requests, but no permits have been issued recently. Mike Meskil mentioned recaulking the windows around the courthouse as well as the weep holes to help with the "mysterious" leaks throughout the building. Adriana Gilpin had nothing to report regarding the County Clerk's office at this time.
5. The committee reviewed and clarified agenda items for the October 20 regular board meeting.
6. The next Executive Committee meeting is scheduled for November 14 at 9 a.m.
7. Motion for adjournment made by Heinzmann and seconded by Knolhoff. Motion carried. Meeting adjourned at 9:26 a.m.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF NOVEMBER 21, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Nelson Heinzmann, Brad Knolhoff and Ann Schroeder. Also present: Mike Hilmes, Denise Trame, Colby Voss, Chris Leidel, Carla Stalnaker, Dan Behrens, Jami Staser, Brenda Pollmann, Mike Meskil, Linda Richter, Tony Petrea, Adriana Gilpin and Vicky Albers.
3. Approved minutes from the October 2025 Executive Committee meeting. Motion by Schroeder, seconded by Heinzmann. Motion carried.
4. The committee heard reports from department heads. County Clerk Vicky Albers said petitions were filed for the March Primary Election. A lottery was held to determine ballot order for the sheriff's race on the Republican ballot with Pingsterhaus picking the top spot on the ballot. Albers noted that budgets and levies are being submitted by the various taxing districts. Linda Richter is working on bookwork for the end of Fiscal Year 2025. She said pay increases have been entered and will be ready for the first pay period in December. Treasurer Denise Trame said certified letters for unpaid taxes will be sent by Dec. 2, and the Tax Sale will be Dec. 15. Colbey Voss, superintendent of the Veterans Assistance Commission, said he is finishing trainings and has been attending veterans' meetings. Chris Leidel with the Health Department reported that Holly Timmermann is no longer with the department and they will be seeking applicants to fill the environmental health position. Chief Probation Officer Carla Stalnaker spoke about two open positions in her office. The Administrative Office of the Illinois Courts has approved Christy Foster as the new senior probation officer. Highway Engineer Dan Behrens talked about closing the township Motor Fuel Tax books and typical maintenance around the county. Zoning Administrator Jami Staser discussed ongoing solar projects. While there have been many solar requests, she does not foresee closing any of those deals before the new year. Brenda Pollmann with the Supervisor of Assessments Office said the staff is busy certifying township assessors' work. Maintenance Supervisor Mike Meskil mentioned keeping up with routine maintenance. Animal Control Warden Tony Petrea talked about a new ordinance regarding the number of dogs allowed on a property in the unincorporated areas.
5. County Board Chairman Brad Knolhoff spoke about the rising costs of insurance. He said retirees and people on COBRA make up about 12 percent of the people on the plan but attribute to about 30% of our overall cost. Knolhoff also spoke about I.T. and hopes to reduce costs by checking to see what equipment is actually in use. Kurt Schmitz is working on an inventory of all county equipment. Knolhoff noted that the Veterans Assistance Commission Office will be relocated to the Supervisor of Assessments Office, and the current VAC Office, outside Courtroom C, will be converted for the State Pretrial Services Officer.
6. The committee reviewed and clarified agenda items for the Nov. 24 regular board meeting.
7. The next Executive Committee meeting is scheduled for Dec. 12 at 9 a.m.
8. Motion for adjournment made by Heinzmann and seconded by Knolhoff. Motion carried. Meeting adjourned at 9:26 a.m.

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF DECEMBER 12, 2025 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Nelson Heinzmann, Brad Knolhoff and Ann Schroeder. Also present: Mike Hilmes, Carla Stalnaker, Dan Travous, Jami Staser, Mike Meskil, Jackie Eversegerd, Adriana Gilpin and Vicky Albers.
3. Approved minutes from the November 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. The committee heard reports from department heads. Zoning Administrator Jami Staser spoke about the progress on the Trenton solar farm and noted that the county received a \$154,000 payment for fees. Another payment of \$85,000 for solar fees is pending from the Sand Ridge Road project. Maintenance Director Mike Meskil summarized ongoing projects which include the renovation of an existing conference room for the Supervisor of Assessments and the renovation of the Assessor's current office for the Veterans Assistance Commission. Along with the restructuring of the assessment offices, Meskil and his team will continue to finish painting hallways and other indoor projects. Chief Probation Officer Carla Stalnaker happily reported that her office is finally fully staffed. In addition, she needs more storage space for all the tables and chairs for meetings. She will be making a three-day trip to Ireland to learn more about their recovery methods since the recovery rates in Ireland seem to be superior to the United States. County Clerk Vicky Albers mentioned that budgets and levies have been coming in steadily with a Dec. 30 deadline. Ballot proofing has begun for the March 17, 2026 Primary Election. Jackie Eversgerd, who will be appointed Supervisor of Assessments at the full board meeting on Dec. 15, said the office is diligently working on assessment notices that should go out in early 2026. She noted that she has a position to fill in her office.
5. County Board Chairman Brad Knolhoff congratulated Eversgerd on passing her state exam and noted that her appointment as Supervisor of Assessments will be voted on at the next full board meeting. Mike Hilmes spoke briefly about updates to the Paid Leave For All Workers Act.
6. The committee reviewed and clarified agenda items for the Dec. 15 regular board meeting.
7. The next Executive Committee meeting is scheduled for January 16, 2026 at 9 a.m.
8. Motion for adjournment made by Knolhoff and seconded by Heinzmann. Motion carried. Meeting adjourned at 9:48 a.m.