

**DOWNSTATE LOCAL RECORDS COMMISSION**  
**Margaret Cross Norton Building**  
**John Daly Conference Room**  
**Springfield, Illinois**

**MINUTES**

Meeting of August 2, 2016

MEMBERS PRESENT: Paul Schmitz, Chairman Local Records Commission and Christian County Board Chairman; Jay Scott, Macon County State's Attorney; Jeff Clarke, Mayor of Pawnee; Carol Reed, Macon County Auditor; David Joens, Secretary of State Designee; Ian Hunt, Designee for the Illinois State Historian.

MEMBERS ABSENT: None

STAFF PRESENT: Robert Boots, Pamela Waggoner, Rheta Miller, Sheila Cowles.

STAFF ABSENT:

GUESTS: None

Mr. Schmitz called the meeting of the Downstate Local Records Commission to order at 10:00 A.M. Mr. Joens welcomed new commission member Ian Hunt and the commission and staff did a round of introductions.

Ms. Reed made the motion to approve the minutes from the July 5, 2016 meeting. Mr. Clarke seconded the motion. The motion carried. Approved unanimously.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

The following new applications, add-ons, and amendments were presented for approval:

**APPLICATIONS:**

<u>County</u>	<u>Agency</u>	<u>Application #</u>	<u>City</u>
Whiteside	Odell Public Library	16:179	Morrison
Pulaski	Pulaski County Highway Department	16:180	Villa Ridge
Kendall	Fox Metro Water Reclamation District	16:181	Oswego
DuPage	Hinsdale Police Pension Fund	16:182	Hinsdale
Greene	Greenfield Public Library	16:183	Greenfield
Johnson	Johnson Co. Clerk and Recorder's Office	16:184	Vienna

Pope	Pope County Highway Department	16:185	Golconda
Tazewell	North Pekin Fire Department	16:186	North Pekin
DuPage	Carol Stream Police Department	16:187	Carol Stream
Wabash	Wabash and Edwards County Highway Department	16:189	Mount Carmel
Stephenson	Stephenson Co. Administrator	16:190	Freeport
Pike	Pike Co. Sheriff's Department	16:191	Pittsfield
DuPage	Salt Creek Sanitary District	16:192	Villa Park
Adams	Adams Co. Circuit Clerk 8th Judicial Circuit	16:193	
Edgar	Edgar Co. Circuit Clerk 5th Judicial Circuit	16:194	
Kankakee	Kankakee Co. Circuit Clerk 21st Judicial Circuit	16:195	
Knox	Knox Co. Circuit Clerk 9th Judicial Circuit	16:196	
Knox	Knox Co. Circuit Clerk 9th Judicial Circuit	16:197	
LaSalle	LaSalle Co. Circuit Clerk 13th Judicial Circuit	16:198	
LaSalle	LaSalle Co. Circuit Clerk 13th Judicial Circuit	16:199	
LaSalle	LaSalle Co. Circuit Clerk 13th Judicial Circuit	16:200	
Rock Island	Rock Island Co. Circuit Clerk 14th Judicial Circuit	16:201	
Stark	Stark Co. Circuit Clerk 10th Judicial Circuit	16:202	

**ADD-ONS:**

<u>County</u>	<u>Agency</u>	<u>Application #</u>	<u>Add-on Item #s</u>
Adams	Liberty C.U.S.D. #2	94:218	82 - 91
Douglas	Newman Regional Library Dist.	16:088	415
Fulton	Canton Twp. Assessor	98:113	33, 34
Hancock	Hancock Co. Highway Dept.	13:102	217
Jackson	Jackson County Treasurer	96:198	33
Jackson	Tri-County Special Education Co-op	90:296	41
Kane	Geneva Police Dept.	10:205	74
Kane	Sugar Grove, Police Commission	13:242	116, 117, 118, 214, 215, 216, 217, 218, 219, 424
Kankakee	Kankakee Co. Clerk Office	88:234	47 - 49
Lake	Lake Zurich Police Dept.	10:134	100 - 102
Pope	Pope Co. Supervisor of Assessments	12:015	40 - 42
Rock Island	Rock Island Co Sheriff's Dept	02:172	119

Sangamon	Rochester Police Department	09:127	123 - 129
Sangamon	Village of Loami	98:006	74, 75
Wabash	Wabash Supervisor of Assessments	03:083	16 - 20
Will	Lockport Twp.	91:074	27 - 29
Williamson	Carterville Police Dept.	12:286	29

**AMENDMENTS:**

<u>County</u>	<u>Agency</u>	<u>Application</u>	<u>Amendment Item #s</u>
Wabash	Wabash Supervisor of Assessments	03:083	7, 8
Edwards	Edwards County Clerk and Recorder	03:228	44 and 113
Madison	Granite City School District #9	04:179	113
Richland	Olney City Clerk	09:066	7
Lake	Lake Zurich Police Dept.	10:134	32, 38, 39, 52, 62, 85
Pope	Pope Co. Supervisor Of Assessments	12:015	15, 25, 30
Jackson	Tri-County Special Education Co-op	90:296	3, 7, 12, 30, 32 and 40
Will	Lockport Twp.	91:074	3, 11, 13, 25
St. Clair	Belleville Police Dept.	95:185	5

Mr. Scott made a motion to approve the applications, add-ons, and amendments as presented. Mr. Hunt seconded the motion. The motion carried unanimously.

**Public Comment:**

None

The date of the next meeting of the Downstate Local Records Commission will be Tuesday, September 6, 2016 at 10:00 a.m.

Mr. Joens made a motion to adjourn. Mr. Scott seconded the motion. The motion carried. Approved unanimously.

Minutes submitted by: Pamela Waggoner, Records Management Section, Local Records Unit.