



CHAMPAIGN COUNTY BOARD ENVIRONMENT and LAND USE COMMITTEE (ELUC) AGENDA

County of Champaign, Urbana, Illinois

Thursday, May 4, 2017 - 6:30 p.m.

Lyle Shields Meeting Room

Brookens Administrative Center, 1776 E. Washington St., Urbana

Committee Members:

Aaron Esry – Chair

Pattsi Petrie – Vice-Chair

Jim Goss

Matt Hiser

Robert King

Brooks Marsh

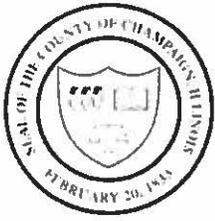
Kyle Patterson

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes
 - A. ELUC Committee meeting – April 6, 2017 1 - 4
- V. Public Participation
- VI. Communications
- VII. **For Information Only**
 - A. Update regarding Work Plan for the National Pollutant discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit
 - B. Consideration of Traffic Impacts in Zoning cases for Special Use Permits and Zoning Map Amendments 5 – 7
 - C. Annual Summit of the Mahomet Aquifer Advocacy Alliance 8
- VIII. **Items to be Approved by ELUC**
 - A. Recreation & Entertainment License: Eastern Illinois A.B.A.T.E. Inc., for live bands and motorcycle rodeo, Rolling Hills Campground, 3151-A CR2800E, Penfield for June 2-4, 2017 9 - 14
- IX. **Items to be Recommended to the County Board** *(to be distributed)*
 - A. Annual Facility Inspection Report for the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit With the Illinois Environmental Protection Agency (IEPA) for the period 4/1/16 – 3/31/17
- X. Other Business
- XI. Chair's Report
- XII. Designation of Items to be Placed on Consent Agenda
- XIII. Adjournment

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**Champaign County Board
Environment and Land Use Committee (ELUC)
County of Champaign, Urbana, Illinois**

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Thursday, April 6, 2017
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
 Brookens Administrative Center
 1776 E Washington, Urbana, IL 61802

Committee Members

Present	Absent
Aaron Esry (Chair)	
Patti Petrie (Vice Chair)	
Jim Goss	
Matt Hiser	
Robert King	
	Kyle Patterson
Jon Rector	

County Staff: Rick Snider (County Administrator), John Hall (Zoning Administrator), Tammy Asplund (Recording Secretary)

Others Present: Susan Monte (Regional Planning Commission), Max McGuire (County Board Member)

MINUTES

I. Call to Order

Committee Chair Esry called the meeting to order at 6:30 p.m.

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Agenda and Addendum

MOTION by Mr. Goss to approve the agenda as distributed; seconded by Ms. Petrie. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. ELUC Committee meeting – March 9, 2017

MOTION by Mr. Rector to approve the minutes of the March 9, 2017 ELUC meeting; seconded by Ms. Petrie. Upon vote, the **MOTION CARRIED** unanimously.

V. Public Participation

Bobbi Johnson stated she is against Zoning Case 830-AM-16 (agenda item IX D). She commented that Mrs. Lipps has only participated in a single meeting with the community regarding the zoning case. Ms. Johnson informed the committee there is a petition signed by community members who are also against the zoning case.

Ken Johnson commented he owns the land just south of the property of the proposed event center. He stated he does not believe the area is suited for this type of business. Mr. Johnson voiced concern he would not have any "peace and quiet" if the event center were approved.

Victor Fuentes stated he and Traci Lipps have a business partnership that began several years ago. He reviewed changes made to the property to create the events center, including handicap parking and bathrooms. Mr. Fuentes stated the capacity is 150 people. He noted he agreed to add trees although they are not required.

VI. Communications

Mr. Esry stated that Mr. Rector will be replaced by Mr. Marsh, upon County Board approval, at next month's meeting.

Ms. Petrie announced the passing of former County Board member Lloyd Carter. Details regarding services are not available at this time.

VII. For Information Only

A. *Update on Landscape Waste Burning*

Mr. Hall provided an update regarding last fall's ordinance restricting waste burning. He stated his department investigated three complaints since that time. Mr. Hall commented he felt the implementation went very well, due in part to the support and cooperation of the cities and townships.

Ms. Petrie requested another update mid-summer to consider any potential changes.

B. *Online Registration Opens April 3, 2017 for Upcoming Residential Electronics Collection*

Ms. Monte stated 75% of the 1100 slots are filled.

VIII. Items to be Approved by ELUC

A. *Annual renewal of Recreation and Entertainment license*

- i. Champaign County Fair Association Annual License for Champaign County Fairgrounds, 1302 North Coler Avenue, Urbana, including the Champaign County Fair July 21– July 29, 2017
- ii. Lake of the Woods Bar & Liquors, 204 South Prairieview Road, Mahomet. 3/16/17-12/31/17

Omnibus MOTION by Ms. Petrie; seconded by Mr. Goss. Upon vote, the **MOTION CARRIED** unanimously.

B. *A Proposed Feasibility Study for a Champaign County Land Bank*

Mr. Hall informed the committee that Rantoul, Champaign and Urbana invited the County to participate in the feasibility study for a land bank. He stated the intended purpose of this land bank is to acquire, manage, maintain and repurpose vacant, abandoned, or foreclosed property. According to Mr. Hall, the biggest benefit to Champaign County would be instances where dangerous structures exist. He commented these properties would be marketed and maintained once the structure is removed.

In response to a question from Mr. King, Mr. Hall explained part of the feasibility study would be how this program will be staffed and where it will be hosted.

Ms. Petrie expressed concern that land banking can create informal redlining. She encouraged the committee to ensure the program sets criteria to avoid gentrification. She stressed the need for economically integrated housing.

MOTION by Mr. Rector to approve the feasibility study; seconded by Mr. King. Upon vote, the **MOTION CARRIED**.

IX. Items to be Recommended to the County Board

A. *An Intergovernmental Agreement Between Champaign County, Illinois, and Will County, Illinois*

Ms. Monte stated Will County invited Champaign County to participate to help meet a weight requirement for annual electronics collections.

MOTION by Ms. Petrie; seconded by Mr. Goss. Upon vote, the **MOTION CARRIED** unanimously.

B. *Contractor, Coordinator, and Host Site Agreement: 2017 Residential Electronics Collections*

Ms. Monte commented the State's Attorney reviewed the agreement.

MOTION by Mr. Rector; seconded by Ms. Petrie. Upon vote, the **MOTION CARRIED** unanimously.

C. *An Intergovernmental Agreement: 2017 Residential electronics Collection Events Cost-Sharing Agreement Between the County of Champaign, the City of Champaign, the City of Urbana and the Village of Savoy*

MOTION by Mr. Hiser; seconded by Mr. Goss. Upon vote, the **MOTION CARRIED** unanimously.

D. *Zoning Case 830-AM-16. Request by petitioners Traci Lipps and Victor Fuentes, d.b.a. Lipps Family, Inc., d.b.a. Willow Creek Farm, to amend the Zoning Map to change the zoning district designation from the AG-1 Agriculture Zoning District to the AG-2 Agriculture Zoning District on a 37 acre tract of land in order to authorize the remodeling of existing farm buildings for the establishment of an Event Center as a combination of "Private Indoor Recreational Development" and "Outdoor Commercial Recreational Enterprise" as a Special Use permit authorize by the Zoning Board of Appeals in relating Zoning Case 831-S-16 on six of the 37 acres, subject to special conditions of approval, all on land located in the Southwest Quarter of the Northeast Quarter of Section 36 of Somer Township in township 20 North, Range 9 East of the Third Principal Meridian and commonly known as the farmstead located at 1766 CR 1850 North, Urbana.*

Mr. Hall provided site and floor plans. He informed the committee there is a frontage protest against the rezoning by more than 20% of the surrounding frontage; therefor approval by the County Board requires 17 votes.

MOTION by Ms. Petrie to suspend the rules and allow comments and questions; seconded by Mr. Hiser. Upon vote, the **MOTION CARRIED** unanimously.

Bobbi Johnson relayed concerned over renovations made prior to approval of the rezoning. Ms. Johnson stated she objects to the driveway lights. She also commented there has been excessive noise and traffic associated with events already held on the property.

In response to a question by Mr. Rector, Mr. Hall stated there have been no formal complaints or violations with regard to events on the property.

Ms. Petrie recommended businesses be required to submit market studies in the future.

Victor Fuentes described the types of events he expects at the venue. He reviewed the renovations made to the property to date.

MOTION by Mr. Rector; seconded by Mr. King. Upon vote, the **MOTION CARRIED** unanimously. Per Ms. Petrie's request, this item will not be placed on the consent agenda.

X. Monthly Reports

MOTION by Mr. Esry to accept and place on file the February 2017 Monthly Reports.

XI. Other Business

Semi-annual Review of Closed Session Minutes

MOTION by Mr. Hiser to maintain the closed session minutes as closed; seconded by Mr. King. Upon vote, the **MOTION CARRIED** unanimously.

XII. Chair's Report

None

XIII. Designation of Items to be Placed on the Consent Agenda

IX. A, B & C

XIV. Adjournment

MOTION by Mr. Goss to adjourn; seconded by Mr. King. There being no further business, Mr. Esry adjourned the meeting at 8:03 p.m.

To: Champaign County Environment & Land Use Committee

**From: John Hall, Zoning Administrator
Susan Burgstrom, Senior Planner**

Date: April 24, 2017

**RE: Consideration of Traffic Impacts in Zoning Cases for Special Use
Permits and Zoning Map Amendments**

Committee Vice-Chair Petrie requested a discussion of augmenting the current traffic analysis criteria for zoning requests in the rural area. There is apparently a concern that insufficient consideration of traffic safety impacts during the zoning case approval process results in disregard to safety and whether the roads are constructed to wear well with increased use.

Background

The Planning and Zoning Department considers changes in land use through its Map Amendment and/or Special Use Permit processes. For each of these cases, P&Z Staff researches and cites the following evidence regarding traffic safety:

- Cite existing traffic volumes adjacent to the subject property;
- Measure road width, shoulder width, and right-of-way width;
- Identify the pavement type and note any unique conditions;
- Note any nearby intersections and their traffic controls (i.e. stop signs, yield signs, no signs);
- Estimate increase in trips along the adjacent roadway based on the proposed new land use;
- Compare existing road design to the IDOT Local Roads and Streets Manual Section 32-2: Geometric Design Criteria in order to estimate if the road is already past its design capacity, and if it is, we raise this concern for further discussion at ZBA meetings;
- Send notice to Township Road Commissioners and Township Supervisors seeking comments;
- Send notice to IDOT when the subject property is adjacent to a state road;
- Coordinate with municipalities if the subject property is within 1.5 mile ETJ;
- Send notice to adjacent land owners within 250 feet announcing the public hearing;
- If there are safety issues identified during the hearing process, we request solutions that the petitioners might implement to improve hazardous conditions (i.e. wayfinding signs in coordination with the township, suggested travel maps posted on their website, volunteer traffic guides on the property, slow down signs, etc.); and
- Add special conditions for approval of zoning cases to limit the number and/or type of vehicles when many are expected.

Traffic Impact Analysis: a more formal approach

A Traffic Impact Analysis (TIA) is an area-specific analysis which includes noting existing traffic conditions; completing traffic counts at intersections as well as road segments; estimating potential traffic volumes due to the proposed change in land use; noting trends in crash statistical data; and proposing a logical distribution of that increased traffic into the roadway system. The analyst then compares existing conditions to potential future conditions to determine if the road can handle the increase in traffic, and makes recommendations about what might be done to the road system to increase safety, accessibility, and mobility.

When a TIA should be done

The County, as a member agency of the Champaign Urbana Urbanized Area Transportation Study (CUUATS), approved the *Access Management Guidelines* in April 2013. Part of that document is a description of when a TIA would be warranted for a proposed change in land use:

“5.1 Need of a Traffic Impact Analysis

A site developer shall provide the existing and new peak-hour vehicle trips on streets adjacent to the development site. New peak-hour vehicle trips shall be calculated using the ITE Trip Generation Manual. The TIA should be prepared by the site developer in the following situations:

- a. Developments that can be expected to generate more than 100 new peak-hour vehicle trips on the adjacent street per the ITE Trip Generation Manual.
- b. Developments of less than 100 new peak-hour trips in areas of critical concerns such as high crash locations (as defined in the most recent CUUATS Selected Crash Intersection Locations document) and congested areas.
- c. Any changes in the land use or density that will increase the site traffic generation by more than 15 percent, where at least 100 new peak-hour vehicle trips are involved.
- d. Any change that will cause the directional distribution of traffic to increase more than 20 percent where site traffic generation can be expected to ultimately be over 100 peak-hour vehicle trips.
- e. When the original TIA is more than 2 years old, access improvements are incomplete, or changes in development have occurred in the site.
- f. When an agreement between the developer and the local agency requires cost sharing contributions to major roadway improvements.
- g. Any other situation where the local agency engineer believes it is important to understand the impact of traffic from the new development on its surrounding area.”

Required Resources

The following resources are what could be required for an average TIA in a rural area, based on prior consultation with CUUATS Staff:

- Part-time traffic counters (usually interns) working several days a week (1-2 weeks);
- A transportation engineer to do the analysis and make recommendations (20-30 hours);
- A transportation planner to write the report (10-20 hours); and
- Report printing, distribution and discussion with a transportation professional (5-15 hours)

A minimum estimate for this work would be \$5,000, contingent upon how many locations need to be counted and how complicated traffic patterns, roadway geometries, and other factors are. A basic TIA would take approximately 1 month to complete.

Staff Recommendation

Most of our zoning cases do not reach the threshold increase of 100 new peak-hour trips. Further, properties in rural areas can have very complicated trip distribution patterns because there are so many roads a motorist can choose to arrive at or depart from a site; making assumptions about those choices might make such an analysis less than reliable. For these reasons, both P&Z Staff and CUUATS Manager Rita Black, Transportation Engineer, recommend using the aforementioned guidelines to determine when a TIA is warranted.

Short of doing a formal TIA, P&Z Staff can make some low-cost additions to its transportation analyses for zoning cases. One addition could be to research and cite historic crash data to determine if the zoning case might increase crash safety concerns. If so, we can identify possible mitigation measures to be included as conditions of approval.

P&Z Staff is prepared to write a text amendment which would add the requirement for a TIA. We recommend:

- requiring the TIA only if it meets one or more of the thresholds listed above;
- requiring that the petitioner pay for the TIA;
- requiring that the TIA be completed and signed off by a Transportation Engineer; and
- not requiring an independent review of the TIA other than staff review.



4000 N. 1st St.
Normal, IL 61754-1001
309.454.9503

Date: April 21, 2017
To: Environment and Land Use Committee
From: Susan Monte, Planner
Subject: Mahomet Aquifer Advocacy Alliance (MAAA) Annual Summit
Action Request: Information Only

Background:

This April, Ben McCready, Assistant to the City Manager, Town of Normal, emailed both the County Administrator and County Board Chair about the upcoming MAAA Annual Summit. Content of that email follows:

“On July 20, 2016, several members of the Mahomet Aquifer Coalition convened in Normal to discuss the Coalition’s future and set a course for our efforts to protect and preserve the Mahomet Aquifer. After that meeting, a committee consisting of representatives from the City of Bloomington, City of Champaign, City of Urbana, Town of Normal, and Village of Rantoul set to work developing an organizational structure, work plan, and identity based on the input provided.

To learn more about this workplan and how your organization may join or remain involved, I invite you to attend the annual summit of newly formed Mahomet Aquifer Advocacy Alliance. The summit will be held on Thursday, June 1, 2017 from 11:30 am to 1:00 pm at Uptown Station (11 Uptown Circle) in Normal. We will be meeting in the 4th floor multi-purpose room. Lunch will be provided by the Town of Normal.

In addition to work plan items, this meeting will provide an opportunity to answer questions about the Mahomet Aquifer Advocacy Alliance. Based on lessons learned in our previous engagements, the Alliance will exist as an informal association of stakeholders. The Alliance remains committed to issue advocacy and working cooperatively to preserve the Mahomet Aquifer as a safe and reliable source of fresh water for our region.

Please RSVP, with the names of those that will be attending the meeting from your agency to Sandy Fedden, at 309-454-9503 or at sfedden@normal.org. ... I certainly hope you or a representative from your organization will be able to attend the annual summit meeting on June 1.”

RPC Planner Susan Monte will attend the Annual Summit on June 1. Following the Annual Summit, she intends to share ideas and work plan initiative(s), including monitoring of the Mahomet Aquifer, to be reviewed at the Summit with ELUC members.

Champaign County ELUC members who are interested and who would like to also attend, are welcome to attend. Please notify Ben McCready in advance, however, as only one or two persons per organization are anticipated at present.



STATE OF ILLINOIS
 Champaign County
 Application for:
 Recreation & Entertainment DEPARTMENT

RECEIVED

APR 20 2017

Applications for License under County Ordinance No. 55 Regulating Recreational & Other Businesses within the County (for use by businesses covered by this Ordinance other than Massage Parlors and similar enterprises)

FILED

Filing Fees:
 APR 12 2017

Gordy Hulten
 CHAMPAIGN COUNTY CLERK

Per Year (or fraction thereof): \$ 100.00
 Per Single-day Event: \$ 10.00
 Clerk's Filing Fee: \$ 4.00

For Office Use Only

License No. 2017-ENT-26

Date(s) of Event(s) June 2-4, 2017

Business Name: Eastern Ill. A.B.A.T.E

License Fee: \$ 30

Filing Fee: \$ 4.00

TOTAL FEE: \$ 34.00

Checker's Signature: *[Signature]*

Checks Must Be Made Payable To: Gordy Hulten, Champaign County Clerk

The undersigned individual, partnership, or corporation hereby makes application for the issuance of a license to engage a business controlled under County Ordinance No. 55 and makes the following statements under oath:

- A. 1. Name of Business: Eastern Illinois A.B.A.T.E.
- 2. Location of Business for which application is made: Rolling Hills Campgrounds
Penfield, IL
- 3. Business address of Business for which application is made: _____
3151A CR 2800E, Penfield, IL
- 4. Zoning Classification of Property: _____
- 5. Date the Business covered by Ordinance No. 55 began at this location: _____
- 6. Nature of Business normally conducted at this location: _____
Campground
- 7. Nature of Activity to be licensed (include all forms of recreation and entertainment to be provided): live music, motorcycle rodeo
- 8. Term for which License is sought (specifically beginning & ending dates): _____
June 2-4 2017

(NOTE: All annual licenses expire on December 31st of each year)

- 9. Do you own the building or property for which this license is sought? no
- 10. If you have a lease or rent the property, state the name and address of the owner and when the lease or rental agreement expires: Rolling Hills Campground
3151A 2800E
- 11. If any licensed activity will occur outdoors attach a Site Plan (with dimensions) to this application showing location of all buildings, outdoor areas to be used for various purposes and parking spaces. See page 3, Item 7.

INCOMPLETE FORMS WILL NOT BE CONSIDERED FOR A LICENSE AND WILL BE RETURNED TO APPLICANT

Recreation & Entertainment License Application
Page Two

- B. If this business will be conducted by a person other than the applicant, give the following information about person employed by applicant as manager, agent or locally responsible party of the business in the designated location:

Name: _____ Date of Birth: _____
Place of Birth: _____ Social Security No.: _____
Residence Address: _____
Citizenship: _____ If naturalized, place and date of naturalization: _____

If, during the license period, a new manager or agent is hired to conduct this business, the applicant MUST furnish the County the above information for the new manager or agent within ten (10) days.

Information requested in the following questions must be supplied by the applicant, if an individual, or by all members who share in profits of a partnership, if the applicant is a partnership.

If the applicant is a corporation, all the information required under Section D must be supplied for the corporation and for each officer.

Additional forms containing the questions may be obtained from the County Clerk, if necessary, for attachment to this application form.

- C. 1. Name(s) of owner(s) or local manager(s) (include any aliases): Melissa Lililson
Date of Birth: 9 Place of Birth: Champaign, IL
Social Security Number: _____ Citizenship: US
If naturalized, state place and date of naturalization: _____
2. Residential Addresses for the past three (3) years: 2011 Rainbow View, Urbana, IL
61802
3. Business, occupation, or employment of applicant for four (4) years preceding date of application for this license: Joann Fabrics and Crafts

EACH OFFICER MUST COMPLETE SECTION D. OBTAIN ADDITIONAL FORM PAGES IF NEEDED FROM THE COUNTY CLERK AND ATTACH TO THIS APPLICATION WHEN FILED.

- D. Answer only if applicant is a Corporation: List of officers attached
1. Name of Corporation exactly as shown in articles of incorporation and as registered:
Eastern IL A.B.A.T.E. Inc
2. Date of Incorporation: 12/3/1986 State wherein incorporated: IL

Recreation & Entertainment License Application
Page Three

3. If foreign Corporation, give name and address of resident agent in Illinois:

n/a

Give first date qualified to do business in Illinois: _____

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

P.O. Box 6132, Champaign, IL 61826

5. Objects of Corporation, as set forth in charter: motorcyclists rights and education

6. Names of all Officers of the Corporation and other information as listed: list attached

Name of Officer: _____ Title: _____

Date elected or appointed: _____ Social Security No.: _____

Date of Birth: _____ Place of Birth: _____

Citizenship: _____

If naturalized, place and date of naturalization: _____

Residential Addresses for past three (3) years: _____

Business, occupation, or employment for four (4) years preceding date of application for this license: _____

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.

attached

AFFIDAVIT
(Complete when applicant is an Individual or Partnership)

I/We swear that I/we have read the application and that all matters stated thereunder are true and correct, are made upon my/our personal knowledge and information and are made for the purpose of inducing the County of Champaign to issue the permit hereunder applied for.

I/We further swear that I/we will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of the business hereunder applied for.

Signature of Owner or of one of two members of Partnership

Signature of Owner or of one of two members of Partnership

Melissa J. Wilson

Signature of Manager or Agent



Subscribed and sworn to before me this 12th day of April, 2017.

Notary Public

AFFIDAVIT
(Complete when applicant is a Corporation)

We, the undersigned, president and secretary of the above named corporation, each first being duly sworn, say that each of us has read the foregoing application and that the matters stated therein are true and correct and are made upon our personal knowledge and information, and are made for the purpose of inducing the County of Champaign to issue the license herein applied for.

We further swear that the applicant will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of applicant's place of business.

We further swear that we are the duly constituted and elected officers of said applicant and as such are authorized and empowered to execute their application for and on behalf of said application.

Signature of President

Signature of Secretary

Signature of Manager or Agent

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

This **COMPLETED** application along with the appropriate amount of cash, or certified check made payable to GORDY HULTEN, CHAMPAIGN COUNTY CLERK, must be turned in to the Champaign County Clerk's Office, 1776 E. Washington St., Urbana, Illinois 61802. A \$4.00 Filing Fee should be included.

President

Terry Baker
Phone: 217-621-9933
terycb45@yahoo.com

Vice President

David Baker
217-552-5698
dbaker431@gmail.com

Secretary

Aerika Hutton
217-562-5955
aerika.hutton@gmail.com

Treasurer

Steve Fitzskmons
217-854-8758
lfzira2205@gmail.com

Activities

Greg Cier
217-841-5984
wotnow1@aol.com

Safety & Education

Michael E. Mahoney
Phone: 217-804-3124
mem1949@yahoo.com

Membership

Dan Hutton
217-630-2054
superiorsignal@gmail.com

Public Relations

Tina Underwood
Phone: 217-637-2438
Email: chebn11u@gmail.com

Products

William Babb
217-213-9511
Wfembabb65@yahoo.com

Assistant Public Relations

Open

State Board of Directors Rep.

Dan Walton
Phone: 217-390-7868

Legislative Director

Jim Hamilton
Phone: 217-480-7259
Email: jhamill@yahoo.com

Asst. Board of Directors Rep.

Jim Hamilton
Phone: 217-480-7259
Email: jhamill@yahoo.com

Asst. Products

Mindy Rosenbeck
217-377-7489

