

# HIGHLAND COMMUNITY COLLEGE

District #519

## AGENDA

Board of Trustees Meeting

June 19, 2018 – 4:00 p.m.

Robert J. Rimington Board Room (H-228)

Highland Community College Student/Conference Center

Freeport, Illinois

- I. Call to Order/Roll Call
- II. Approval of Agenda
- III. Approval of Minutes:     May 15, 2018 Special Meeting  
                                      May 15, 2018 Regular Meeting
- IV. Public Comments
- V. Introductions
- VI. Presentation of the Joe and Jennifer Kanosky HCC Student Trustee Scholarship
- VII. Budget Report
- VIII. Foundation Report
- IX. Consent Items
  - A. Academic (None)
  - B. Administration (None)
  - C. Personnel
    1. Part-time Instructors, Overload, and Other Assignments (Page 1)
  - D. Financial
    1. Prevailing Rate of Wages (Page 4)
- X. Main Motions
  - A. Academic
    1. New Program: Early Childhood Development Online AAS Degree (Page 15)
  - B. Administration
    1. Second Reading – Revised Policy 5.14: Inventory (Page 34)
    2. Second Reading – Revised and Unchanged Policies: Policy Manual Chapter I – Board of Trustees (Page 36)
    3. First Reading – Policy Manual Appendix: Process for Presenting New Policies/Updates to the Policy Review Committee (Page 70)
    4. First Reading – Revised Policy Manual Appendix: College-Authorized Security Cameras Acceptable Use Guidelines (Page 72)
  - C. Personnel
    1. Appointment: Earth Sciences and Geography Instructor (Page 76)

D. Financial

1. Interfund Transfer from the Restricted Purposes Fund to the Operating Fund (Page 77)
2. Health Insurance Rates and Health Savings Account Option (Page 78)
3. Intercollegiate Athletic Insurance (Page 79)
4. Property and Liability Insurance (Page 80)
5. Payment of Bills and Agency Fund Report (Page 81)

XI. Reports

- A. Treasurer's Report: Statements of Revenue, Expenditures and Changes in Fund Balance (Page 83)
- B. Student Trustee
- C. Audit and Finance Committee Co-Chairs
- D. ICCTA Representative
- E. Board Chair
- F. Administration

**XII. OLD BUSINESS**

**XIII. CLOSED SESSION**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees
- C. Semi-annual Review of All Closed Session Minutes and Tapes

**XIV. ACTION, IF NECESSARY**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees
- C. Semi-annual Review of All Closed Session Minutes and Tapes

XV. New Business

XVI. Dates of Importance

- A. Next Regular Board Meeting – July 17, 2018, at 4:00 p.m. in the Robert J. Rimington Board Room (H-228) in the Student/Conference Center

XVII. Adjournment

**AGENDA ITEM #IX-C-1  
JUNE 19, 2018  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PART-TIME INSTRUCTORS, OVERLOAD, AND OTHER ASSIGNMENTS**

**RECOMMENDATION OF THE PRESIDENT:** That the part-time instructors, overload, and other assignments be approved for the Spring semester of 2018.

**BACKGROUND:** The individuals listed have been certified by the hiring supervisor as having the required training and experience to perform duties or teach courses offered by Highland Community College. Each course is contingent upon appropriate enrollment.

BOARD ACTION: \_\_\_\_\_

| Miscellaneous                  |           |      |                                       |                            |       |        |            |             |
|--------------------------------|-----------|------|---------------------------------------|----------------------------|-------|--------|------------|-------------|
| Spring 2018                    |           |      | COURSE                                |                            | CLOCK | CREDIT | TOTAL      |             |
| FIRST                          | LAST      | CRN  | SUBJECT                               | TITLE                      | HRS   | HRS    | RATE       | SALARY      |
| Michael                        | Staver    | 6891 | PERS035LCC                            | Japanese Cuisine           |       | 3      | \$25.50    | \$76.50     |
| Mark                           | Peterson  | 6905 | PERS036TCC                            | Trip w/the Navy            |       | 2      | \$25.00    | \$50.00     |
| Aaron                          | Sargent   |      | Dual Credit Observation visits        |                            |       |        |            | \$150.00    |
| Cassie                         | Mekeel    |      | Dual Credit Observation visits        |                            |       |        |            | \$75.00     |
| Dale                           | Anderson  | 6899 | PERS036SCC                            | Metal Detecting            |       | 2      | \$25.00    | \$50.00     |
| Art                            | Dawson    | 6972 | PERS032GCC                            | Wire Wrapped Pendant       |       | 3      | \$20.00    | \$60.00     |
| Shara                          | Ibalio    | 6843 | PERS037OCC                            | Selling on eBay            |       | 6      | \$25.00    | \$150.00    |
| Michael                        | Staver    | 6892 | PERS035MCC                            | Brazilian Cuisine          |       | 3      | \$25.50    | \$76.50     |
| Jeremy                         | Monigold  |      | Assessment Mentor                     |                            |       |        | 2.8        | \$1,382.10  |
|                                |           |      |                                       |                            |       |        | 0.2        | \$1,507.74  |
| Joe                            | Grove     |      | Dual Credit Observation               |                            |       |        |            | \$75.00     |
| Aaron                          | Sargent   |      | Dual Credit Observation               |                            |       |        |            | \$75.00     |
| Carol                          | Wilhelms  |      | Dual Credit Observation               |                            |       |        |            | \$75.00     |
| Jessica                        | Larson    | 6973 | NURS298IS                             | Nursing Ldrship            |       | 2      | \$1,382.10 | \$2,764.20  |
| <b>Summer 2018</b>             |           |      |                                       |                            |       |        |            |             |
| Kirk                           | Pearson   |      | Curriculum Development for SPCH295SXX |                            |       |        |            | \$600.00    |
| Kirk                           | Pearson   | 6126 | SPCH295SXX                            | Comm Leadership Stephenson |       | 3      | \$464.40   | \$1,393.20  |
| Kirk                           | Pearson   |      | Curriculum Development for SPCH295JXX |                            |       |        |            | \$600.00    |
| Kirk                           | Pearson   | 6127 | SPCH295JXX                            | Comm Leadership JoDavies   |       | 3      | \$464.40   | \$1,393.20  |
| Sarah                          | Hill      |      | Summerset Chorographer                |                            |       |        |            | \$1,000.00  |
| Ryan                           | Gahm      |      | Summerset Asst. Tech Director         |                            |       |        |            | \$800.00    |
| Robert                         | Winter    |      | Summerset Tech Director               |                            |       |        |            | \$2,500.00  |
| Jeff                           | DeLay     |      | Summerset Music Director              |                            |       |        |            | \$1,500.00  |
| Laura                          | Early     |      | Summerset Director                    |                            |       |        |            | \$1,500.00  |
| Thomas                         | Harrison  |      | Curriculum Development                |                            |       |        | 1          | \$479.40    |
| Roger                          | Hicks     |      | Curriculum Development                |                            |       |        | 1          | \$479.40    |
| Don                            | Tresemmer |      | Project Succeed Math Lab              |                            |       |        | 4          | \$464.40    |
| Karla                          | Giuffre   | 1101 | BIOL211A                              | Gen Microbiology           |       | 3      | \$1,256.45 | \$3,769.35  |
| Karla                          | Giuffre   | 1102 | BIOL211AX                             | Gen Microbiology Lab       |       | 2.7    | \$1,256.45 | \$3,392.42  |
| James                          | Morgan    | 1181 | MATH177A                              | Statistics                 |       | 3      | \$1,256.43 | \$3,769.35  |
| John                           | Sullivan  | 1095 | CHEM120HBX                            | Elem Gen Chemistry Lab     |       | 1.8    | \$1,256.45 | \$2,261.61  |
| John                           | Sullivan  | 1094 | CHEM120HBX                            | Elem Gen Chemistry         |       | 3      | \$1,256.45 | \$3,769.35  |
| Thompson                       | Brandt    | 1113 | MUS267N                               | Intro to Music             |       | 3      | \$628.22   | \$1,884.66  |
| Sam                            | Fiorenza  | 1120 | ENGL227A                              | British Lit I              |       | 3      | \$1,256.45 | \$3,769.35  |
| Paul                           | Rabideau  | 1130 | PSY161A                               | Intro to Psychology        |       | 3      | \$1,256.45 | \$3,392.42* |
| Andrea                         | Anderson  | 1161 | NURS293HB                             | Psychiatric Nursing        |       | 32     | \$38.00    | \$1,216.00  |
| Erica                          | Fischer   | 1163 | NURS293HXB                            | Psychiatric Nursing Lab    |       | 48     | \$38.00    | \$1,824.00  |
| Erica                          | Fischer   | 1162 | NURS293HBX                            | Psychiatric Nursing Lab    |       | 48     | \$38.00    | \$1,824.00  |
| Alicia                         | Kepner    | 1137 | NURS123A                              | MA Externship Lecture      |       | 1      | \$628.23   | \$628.23    |
| Alicia                         | Kepner    | 1138 | NURS123AX                             | Portion of MA Externship   |       | 5      | \$628.23   | \$3,141.15  |
| Jessica                        | Larson    | 1170 | NURS091XHB                            | BNA Lab                    |       | 2.7    | \$1,256.45 | \$3,392.42  |
| Jessica                        | Larson    | 1323 | NURS294ISX                            | Health&Illness Lab         |       | 22     | \$38.00    | \$836.00    |
| Cassie                         | Mekeel    | 1165 | NURS091HB                             | Nursing Asst Lecture       |       | 5.5    | \$1,256.45 | \$6,910.48  |
| Cassie                         | Mekeel    | 1138 | NURS123AX                             | Portion of MA Externship   |       | 5      | \$1,256.45 | \$6,282.25  |
| *Pro rated based on enrollment |           |      |                                       |                            |       |        |            |             |

| Summer 2018              |            |      | COURSE  |                            | CLOCK | CREDIT | TOTAL      |             |
|--------------------------|------------|------|---|----------------------------|-------|--------|------------|-------------|
| FIRST                    | LAST       | CRN  | SUBJECT   | TITLE                      | HRS   | HRS    | RATE       | SALARY      |
| Shelly                   | Morgan     | 1168 | NURS091HBB  | Nursing Asst               |       | 5.5    | \$1,256.45 | \$6,910.48  |
| Shelly                   | Morgan     | 1169 | NURS091BXH  | Nursing Asst Lab           |       | 2.7    | \$1,256.45 | \$3,392.42  |
| Shelly                   | Morgan     | 1160 | NURS194HB   | Gerontology for Nurses     |       | 3      | \$1,256.45 | \$3,769.35  |
| Kay                      | Sperry     | 1157 | NURS103HB   | Pharmacology               |       | 2      | \$1,256.45 | \$2,512.90  |
| Kay                      | Sperry     | 1308 | NURS296HB   | Physical Assess/Nurses     |       | 2      | \$1,256.45 | \$2,512.90  |
| Kay                      | Sperry     | 1159 | NURS296HBX  | Physical Assess/Nurses Lab |       | 2.16   | \$1,256.45 | \$2,713.94  |
| Lori                     | Steele     | 1166 | NURS091HBX  | BNA Lab                    | 40    |        | \$30.00    | \$1,200.00  |
| Sarah                    | Shanks     | 1167 | NURS091HXB  | BNA Lab                    | 40    |        | \$38.00    | \$1,520.00  |
| Laura                    | Watson     |      | Chair, Library Services   |                            |       |        |            | \$1,288.83  |
| Michael                  | Skwara     |      | Coordinator, Learning Mgmt System   |                            |       |        |            | \$1,288.83  |
| Fred                     | Taylor     |      | Mechatronics Program Lab Asst   |                            | TBD   |        | \$8.25     | TBD         |
| Kristin                  | Stinnett   |      | Curriculum Development  |                            |       | 7      | \$520.91   | \$3,646.37  |
| <b>Other Assignments</b> |            |      |   |                            |       |        |            |             |
| Creighton                | Barker     |      | Umpire for 4/19/18 softball game  |                            |       |        |            | \$ 120.00   |
| Gary                     | Bidzinski  |      | Umpire for 5/1/18 baseball game   |                            |       |        |            | \$ 180.00   |
| Kurt                     | Suhr       |      | Umpire for 5/1/18 baseball game   |                            |       |        |            | \$ 180.00   |
| LeeAnne                  | Krusemark  |      | Lifelong Learning instructor - Extreme Couponing, Mystery Shopping, Home Based Business |                            |       |        |            | \$ 120.00   |
| Camelot Costumes LLC     |            |      | Labor for Chamber Singers and Royal Scots   |                            |       |        |            | \$ 260.00   |
| John                     | Hartman    |      | Piano tuning  |                            |       |        |            | \$ 65.00    |
| Gary                     | Bidzinski  |      | Umpire for 5/4/18 baseball game   |                            |       |        |            | \$ 125.00   |
| Larry                    | Fairbairn  |      | Umpire for 5/2/18 playoff softball game   |                            |       |        |            | \$ 190.00   |
| Eric                     | Olson      |      | Umpire for 5/6/18 baseball game   |                            |       |        |            | \$ 180.00   |
| Kurt                     | Suhr       |      | Umpire for 5/4/18 baseball game   |                            |       |        |            | \$ 125.00   |
| Dave                     | Taylor     |      | Umpire for 5/2/18 playoff softball game   |                            |       |        |            | \$ 190.00   |
| Daniel                   | Tajlili    |      | Photo session for student directed play "How I Learned to Drive"                        |                            |       |        |            | \$ 150.00   |
| Richard                  | Alderson   |      | Umpire for 6 softball games during Region IV tournament 5/5 & 5/6                       |                            |       |        |            | \$ 570.00   |
| Douglas                  | Almon      |      | Umpire for 6 softball games during Region IV tournament 5/5 & 5/6                       |                            |       |        |            | \$ 570.00   |
| Robert                   | Buckwalter |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 200.00   |
| Casey                    | Coon       |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 80.00    |
| Monica                   | Coon       |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 120.00   |
| Kent                     | Heisner    |      | Umpire for 7 softball games during Region IV tournament 5/5 & 5/6                       |                            |       |        |            | \$ 665.00   |
| Daniel                   | Maldonado  |      | Umpire for 7 softball games during Region IV tournament 5/5 & 5/6                       |                            |       |        |            | \$ 665.00   |
| Kenneth                  | Miller     |      | Umpire for 6 softball games during Region IV tournament 5/5 & 5/6                       |                            |       |        |            | \$ 570.00   |
| Linda                    | Miller     |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 20.00    |
| Andy                     | Simpson    |      | Umpire for 7 softball games during Region IV tournament 5/5 & 5/6                       |                            |       |        |            | \$ 665.00   |
| Misty                    | Witt       |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 120.00   |
| Bryn                     | Buckwalter |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 120.00   |
| Lynsey                   | Coon       |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 40.00    |
| Chad                     | Groshans   |      | Worked softball Region IV tournament 5/5 & 5/6  |                            |       |        |            | \$ 100.00   |
| Tim                      | Seward     |      | Umpire for 5/6/18 baseball game   |                            |       |        |            | \$ 180.00   |
| Thomas                   | Stecher    |      | Business Institute instructor - Foresight Financial training 5/11/18                    |                            |       |        |            | \$ 500.00   |
| John                     | Hartman    |      | Piano tuning  |                            |       |        |            | \$ 130.00   |
| Dwayne                   | Fontenette |      | Trainer for 2017-18 High School Servant Leadership program                              |                            |       |        |            | \$ 500.00   |
| Christopher              | Sims       |      | Saturday Academy workshop facilitator   |                            |       |        |            | \$ 100.00   |
| Robert                   | Dixon      |      | Design work for flyers/posters  |                            |       |        |            | \$ 2,205.00 |

**AGENDA ITEM #IX-D-1  
JUNE 19, 2018  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PREVAILING RATE OF WAGES**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees adopts the attached Resolution regarding the prevailing rate of wages.

**BACKGROUND:** In order to be in compliance with the Prevailing Wage Act, as defined in the Illinois Compiled Statutes, Highland Community College must pass the attached Resolution in June of each year. This Resolution includes a list of wages, by craft, for Stephenson County furnished to us by the Illinois Department of Labor. A notice of the prevailing wage rates will be published in the newspaper and a copy of the Resolution will be provided to “any employer, and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination stating the particular rate and the particular class of workers whose wages will be affected by such rates in the district,” in accordance with the Act.

BOARD ACTION: \_\_\_\_\_

RESOLUTION - PREVAILING RATE OF WAGES

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works", approved June 26, 1941, as amended, being Chapter 820 ILCS 130/1-12, Illinois Compiled Statutes; and,

WHEREAS, the aforesaid Act requires that Illinois Community College District #519, Counties of Stephenson, Ogle, Jo Daviess and Carroll, and State of Illinois, investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of Stephenson, Ogle, Jo Daviess and Carroll Counties, employed in performing construction of public works, for said Illinois Community College District #519; and,

Now, therefore, be it ordained by the Board of Trustees of Illinois Community College District #519, Counties of Stephenson, Ogle, Jo Daviess, and Carroll, and State of Illinois, as follows:

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works" approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of Illinois Community College District #519 is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Stephenson County area as determined by the Department of Labor of the State of Illinois as of September 1, 2017, a copy of that determination being attached hereto as Exhibit "A" and incorporated herein by reference. The definition of any terms appearing in this Resolution which are also used in the aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works of Illinois Community College District #519 to the extent required by the aforesaid Act.

SECTION 3: The Illinois Community College District #519 Board Secretary shall publicly post or keep available for inspection by any interested party in the main office of Illinois Community College District #519 this determination of such prevailing rate of wage.

SECTION 4: The Illinois Community College District #519 Board Secretary shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Illinois Community College District #519 Board Secretary shall promptly file a certified copy of this Resolution with the Department of Labor of the State of Illinois.

SECTION 6: The Illinois Community College District #519 Board Secretary shall cause to be published in a newspaper of general circulation within the area that the determination of prevailing wages has been made. Said notice shall conform substantially to the notice attached hereto. Such publication shall constitute notice that this is the determination of the Board of Trustees of Illinois Community College District #519 and is effective.

PASSED THIS 19<sup>th</sup> day of June, 2018.

APPROVED:

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Chair, Board of Trustees

(SEAL)

ATTEST:

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Board Secretary



EXHIBIT A

Prevailing Wage rates for  
Stephenson County  
effective Sept. 1, 2017

| Trade Title          | Region | Type | Class | Base Wage | Fore-man Wage | M-F OT | OSA | OSH | H/W   | Pension | Vacation | Training |
|----------------------|--------|------|-------|-----------|---------------|--------|-----|-----|-------|---------|----------|----------|
| ASBESTOS ABT-GEN     | ALL    | BLD  |       | 40.63     | 41.63         | 1.5    | 1.5 | 2   | 8.52  | 17.92   | 0.00     | 0.80     |
| ASBESTOS ABT-MEC     | ALL    | BLD  |       | 18.95     | 0.00          | 1.5    | 1.5 | 2   | 2.70  | 3.35    | 0.00     | 0.00     |
| BOILERMAKER          | ALL    | BLD  |       | 39.50     | 42.50         | 2      | 2   | 2   | 7.07  | 12.47   | 0.00     | 0.40     |
| BRICK MASON          | ALL    | BLD  |       | 39.42     | 42.17         | 1.5    | 1.5 | 2   | 10.10 | 12.02   | 0.00     | 0.89     |
| CARPENTER            | ALL    | BLD  |       | 34.77     | 38.59         | 1.5    | 1.5 | 2   | 11.00 | 16.30   | 0.00     | 0.60     |
| CARPENTER            | ALL    | HWY  |       | 40.59     | 42.34         | 1.5    | 1.5 | 2   | 11.50 | 16.30   | 0.00     | 0.49     |
| CEMENT MASON         | ALL    | ALL  |       | 35.05     | 37.80         | 1.5    | 1.5 | 2   | 9.90  | 18.21   | 0.00     | 0.50     |
| CERAMIC TILE FNSHER  | ALL    | BLD  |       | 33.88     | 33.88         | 1.5    | 1.5 | 2   | 9.40  | 5.86    | 0.00     | 0.75     |
| COMMUNICATION TECH   | ALL    | BLD  |       | 39.00     | 42.90         | 1.5    | 1.5 | 2   | 12.84 | 13.67   | 0.00     | 0.78     |
| ELECTRIC PWR EQMT OP | ALL    | ALL  |       | 0.00      | 0.00          | 0      | 0   | 0   | 0.00  | 0.00    | 0.00     | 0.00     |
| ELECTRIC PWR EQMT OP | ALL    | HWY  |       | 41.45     | 56.38         | 1.5    | 1.5 | 2   | 5.50  | 12.87   | 0.00     | 0.73     |
| ELECTRIC PWR GRNDMAN | ALL    | ALL  |       | 29.30     | 51.48         | 1.5    | 1.5 | 2   | 5.00  | 9.09    | 0.00     | 0.29     |
| ELECTRIC PWR GRNDMAN | ALL    | HWY  |       | 32.00     | 56.38         | 1.5    | 1.5 | 2   | 5.50  | 9.92    | 0.00     | 0.66     |
| ELECTRIC PWR LINEMAN | ALL    | ALL  |       | 45.36     | 51.48         | 1.5    | 1.5 | 2   | 5.00  | 14.06   | 0.00     | 0.45     |
| ELECTRIC PWR LINEMAN | ALL    | HWY  |       | 49.67     | 56.38         | 1.5    | 1.5 | 2   | 5.50  | 15.40   | 0.00     | 0.88     |
| ELECTRIC PWR TRK DRV | ALL    | ALL  |       | 30.34     | 51.48         | 1.5    | 1.5 | 2   | 5.00  | 9.40    | 0.00     | 0.30     |
| ELECTRIC PWR TRK DRV | ALL    | HWY  |       | 33.14     | 56.38         | 1.5    | 1.5 | 2   | 5.50  | 10.29   | 0.00     | 0.59     |
| ELECTRICIAN          | ALL    | BLD  |       | 45.50     | 50.05         | 1.5    | 1.5 | 2   | 12.84 | 18.73   | 0.00     | 0.91     |
| ELEVATOR CONSTRUCTOR | ALL    | BLD  |       | 46.83     | 52.68         | 2      | 2   | 2   | 13.57 | 14.51   | 3.77     | 0.60     |
| GLAZIER              | ALL    | BLD  |       | 39.53     | 39.53         | 1.5    | 1.5 | 1.5 | 10.55 | 8.20    | 0.00     | 1.25     |
| HT/FROST INSULATOR   | ALL    | BLD  |       | 33.83     | 36.87         | 1.5    | 1.5 | 2   | 9.10  | 20.67   | 0.00     | 0.48     |
| IRON WORKER          | ALL    | ALL  |       | 38.33     | 44.08         | 2      | 2   | 2   | 12.27 | 24.57   | 0.00     | 0.60     |
| LABORER              | ALL    | BLD  |       | 32.78     | 33.78         | 1.5    | 1.5 | 2   | 8.52  | 17.92   | 0.00     | 0.80     |
| LABORER              | ALL    | HWY  |       | 37.88     | 38.63         | 1.5    | 1.5 | 2   | 8.52  | 17.92   | 0.00     | 0.80     |
| LABORER, SKILLED     | ALL    | HWY  |       | 40.63     | 41.38         | 1.5    | 1.5 | 2   | 8.52  | 17.92   | 0.00     | 0.80     |

|                    |     |     |   |       |       |     |     |     |       |       |      |      |
|--------------------|-----|-----|---|-------|-------|-----|-----|-----|-------|-------|------|------|
| LATHER             | ALL | BLD |   | 40.59 | 42.34 | 1.5 | 1.5 | 2   | 11.50 | 16.30 | 0.00 | 0.49 |
| MACHINIST          | ALL | BLD |   | 47.56 | 50.06 | 1.5 | 1.5 | 2   | 7.05  | 8.95  | 1.85 | 1.47 |
| MARBLE FINISHERS   | ALL | BLD |   | 33.88 |       | 1.5 | 1.5 | 2   | 9.40  | 5.86  | 0.00 | 0.75 |
| MARBLE MASON       | ALL | BLD |   | 36.71 | 36.96 | 1.5 | 1.5 | 2   | 9.40  | 8.02  | 0.00 | 0.80 |
| MILLWRIGHT         | ALL | BLD |   | 38.52 | 42.37 | 1.5 | 1.5 | 2   | 9.40  | 15.00 | 0.00 | 0.60 |
| OPERATING ENGINEER | ALL | BLD | 1 | 45.80 | 49.80 | 2   | 2   | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | BLD | 2 | 45.10 | 49.80 | 2   | 2   | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | BLD | 3 | 42.65 | 49.80 | 2   | 2   | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | BLD | 4 | 40.65 | 49.80 | 2   | 2   | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | BLD | 5 | 49.55 | 49.80 | 2   | 2   | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | BLD | 6 | 48.80 | 49.80 | 2   | 2   | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | BLD | 7 | 45.80 | 49.80 | 2   | 2   | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | HWY | 1 | 45.65 | 49.65 | 1.5 | 1.5 | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | HWY | 2 | 45.10 | 49.65 | 1.5 | 1.5 | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | HWY | 3 | 43.80 | 49.65 | 1.5 | 1.5 | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | HWY | 4 | 42.35 | 49.65 | 1.5 | 1.5 | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | HWY | 5 | 40.90 | 49.65 | 1.5 | 1.5 | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | HWY | 6 | 48.65 | 49.65 | 1.5 | 1.5 | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| OPERATING ENGINEER | ALL | HWY | 7 | 46.65 | 49.65 | 1.5 | 1.5 | 2   | 18.80 | 13.45 | 2.35 | 1.30 |
| PAINTER            | ALL | ALL |   | 38.55 | 40.55 | 1.5 | 1.5 | 1.5 | 10.30 | 8.46  | 0.00 | 1.35 |
| PILEDRIVER         | ALL | BLD |   | 35.77 | 39.70 | 1.5 | 1.5 | 2   | 11.00 | 16.30 | 0.00 | 0.60 |
| PILEDRIVER         | ALL | HWY |   | 40.59 | 42.34 | 1.5 | 1.5 | 2   | 11.50 | 16.30 | 0.00 | 0.49 |
| PIPEFITTER         | ALL | BLD |   | 47.30 | 50.61 | 1.5 | 1.5 | 2   | 8.79  | 11.94 | 0.00 | 1.45 |
| PLASTERER          | ALL | BLD |   | 35.33 | 38.87 | 1.5 | 1.5 | 2   | 10.60 | 15.54 | 0.00 | 0.50 |
| PLUMBER            | ALL | BLD |   | 47.30 | 50.61 | 1.5 | 1.5 | 2   | 8.79  | 11.94 | 0.00 | 1.45 |
| ROOFER             | ALL | BLD |   | 42.30 | 45.30 | 1.5 | 1.5 | 2   | 9.08  | 12.14 | 0.00 | 0.58 |
| SHEETMETAL WORKER  | ALL | BLD |   | 41.24 | 44.54 | 1.5 | 1.5 | 2   | 6.90  | 18.36 | 0.00 | 0.39 |
| SPRINKLER FITTER   | ALL | BLD |   | 37.12 | 39.87 | 1.5 | 1.5 | 2   | 8.42  | 8.50  | 0.00 | 0.35 |
| STONE MASON        | ALL | BLD |   | 39.42 | 42.17 | 1.5 | 1.5 | 2   | 10.10 | 12.02 | 0.00 | 0.89 |
| TERRAZZO FINISHER  | ALL | BLD |   | 33.88 |       | 1.5 | 1.5 | 2   | 9.40  | 5.86  | 0.00 | 0.75 |
| TERRAZZO MASON     | ALL | BLD |   | 36.71 | 36.96 | 1.5 | 1.5 | 2   | 9.40  | 8.02  | 0.00 | 0.80 |

|              |     |     |   |       |       |     |     |   |       |       |      |      |
|--------------|-----|-----|---|-------|-------|-----|-----|---|-------|-------|------|------|
| TILE LAYER   | ALL | BLD |   | 34.77 | 38.59 | 1.5 | 1.5 | 2 | 11.00 | 16.30 | 0.00 | 0.60 |
| TILE MASON   | ALL | BLD |   | 36.71 | 36.96 | 1.5 | 1.5 | 2 | 9.40  | 8.02  | 0.00 | 0.80 |
| TRUCK DRIVER | ALL | ALL | 1 | 35.02 | 0.00  | 1.5 | 1.5 | 2 | 8.60  | 8.60  | 0.00 | 0.20 |
| TRUCK DRIVER | ALL | ALL | 2 | 35.17 | 0.00  | 1.5 | 1.5 | 2 | 8.60  | 8.60  | 0.00 | 0.20 |
| TRUCK DRIVER | ALL | ALL | 3 | 35.37 | 0.00  | 1.5 | 1.5 | 2 | 8.60  | 8.60  | 0.00 | 0.20 |
| TRUCK DRIVER | ALL | ALL | 4 | 35.48 | 0.00  | 1.5 | 1.5 | 2 | 8.60  | 8.60  | 0.00 | 0.20 |
| TUCK POINTER | ALL | BLD |   | 39.42 | 42.17 | 1.5 | 1.5 | 2 | 10.10 | 12.02 | 0.00 | 0.89 |

**Legend**

**M-F OT** Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

**OSA** Overtime pay required for every hour worked on Saturdays

**OSH** Overtime pay required for every hour worked on Sundays and Holidays

**H/W** Health/Welfare benefit

Explanations STEPHENSON COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

**EXPLANATION OF CLASSES**

**ASBESTOS - GENERAL** - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date. **ASBESTOS - MECHANICAL** - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

**CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER**

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.

#### COMMUNICATIONS TECHNICIAN

Installing, manufacturing, assembling and maintaining sound and intercom, protection alarm (security), fire alarm, master antenna television, closed circuit television, low voltage control for computers and/or door monitoring, school communications systems, telephones and servicing of nurse and emergency calls, and the installation and maintenance of transmit and receive antennas, transmitters, receivers, and associated apparatus which operates in conjunction with above systems. All work associated with these system installations will be included EXCEPT the installation of protective metallic conduit in new construction projects (excluding less than ten-foot, runs strictly for protection of cable) and 120 volt AC (or higher) power wiring and associated hardware.

#### LABORER, SKILLED - HIGHWAY

Individuals engaged in the following types of work, irrespective of the site of the work: asbestos abatement worker, handling of any materials with any foreign matter harmful to skin or clothing, track laborer, cement handlers, chloride handlers, the unloading and loading with steel workers and re-bars, concrete workers wet, tunnel helpers in free air, batch dumpers, mason tenders, kettle and tar men, tank cleaners, plastic installers, scaffold workers, motorized buggies or motorized unit used for wet concrete or handling of building materials, laborers with de-watering systems, sewer workers plus depth, rod and chainmen with technical engineers, rod and chainmen with land surveyors, rod and chainmen with surveyors, vibrator operators, cement silica, clay, fly ash, lime and plasters, handlers (bulk or bag), cofferdam workers plus depth, on concrete paving, placing, cutting and tying of reinforcing, deck hand, dredge hand, and shore laborers, bankmen on floating plant, grade checker, power tools, front end man on chip spreaders, cession workers plus depth, gunnite nozzle men, lead man on sewer work, welders, cutters, burners and torchmen, chainsaw operators, jackhammer and drill operators, layout man and/or drainage tile layer, steel form setter - street and highway, air tamping hammermen, signal man on crane, concrete saw operator, screedman on asphalt pavers, laborers tending masons with hot material or where foreign materials are used, mortar mixer operators, multiple concrete duct - leadsman, lumen, asphalt raker, curb asphalt machine operator, ready mix scalemen (permanent, portable or temporary plant), laborers handling masterplate or similar materials, laser beam operator, concrete burning machine operator, coring machine operator, plaster tender, underpinning and shoring of buildings, pump men, manhole and catch basin, dirt and stone tamper, hose men on concrete pumps, hazardous waste worker, lead base paint abatement worker, lining of pipe, refusing machine, assisting on direct boring machine, the work of laying watermain, fire hydrants, all mechanical joints to watermain work, sewer worker, and tapping water service and forced lift station mechanical worker.

MATERIAL TESTER/INSPECTOR I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER/INSPECTOR II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

#### OPERATING ENGINEERS - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver (over 27E cu. ft.); Concrete Paver (27 cu. ft. and under); Concrete Placer; Concrete Pump (Truck Mounted); Concrete Conveyor (Truck Mounted); Concrete Tower; Cranes, All; GCI and similar types (required two operators only); Cranes, Hammerhead; Creter Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, one, two and three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment - excluding hose work and any sewer work); Locomotives, All; Lubrication Technician; Manipulators; Motor Patrol; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Raised and Blind Hole Drill; Rock Drill (self-propelled); Rock Drill - Truck Mounted; Roto Mill Grinder; Scoops - Tractor Drawn; Slipform Paver; Scrapers Prime Movers; Straddle Buggies; Tie Back Machine; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Bobcat (over 3/4 cu. yd.); Boilers; Brick Forklift; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Asphalt Spreader; Combination - Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators - (Rheostat Manual Controlled); Hydraulic Power Units (Pile Driving, Extracting, or Drilling - with a seat); Lowboys; Pumps, Over 3" (1 to 3 not to exceed total of 300 ft.); Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches; Bobcat (up to and including 3/4 cu. yd.).

Class 4. Elevator push button with automatic doors; Hoists, Inside; Oilers; Brick Forklift.

Class 5. Assistant Craft Foreman

Class 6. Mechanics; Welders.

## Class 7. Gradall

### OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Silo Tender; Asphalt Spreader; Autograder; ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Backhoe w/shear attachments; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower of all types; Creter Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Directional Boring Machine over 12"; Dredges; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Mounted; Hoists, One, Two and Three Drum; Hydraulic Backhoes; Hydro Vac, Self Propelled, Truck Mounted (excluding hose work and any sewer work); Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; GCI Crane; Hydraulic Telescoping Form (Tunnel); Tie Back Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader with attached pusher; Tractor with Boom; Tractaire with Attachments; Traffic Barrier Conveyor Machine; Raised or Blind Hole Drills; Trenching Machine (over 12"); Truck Mounted Concrete Pump with Boom; Truck Mounted Concrete Conveyor; Work Boat (no license required - 90 h.p. or above); Underground Boring and/or Mining Machines; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw (large self-propelled - excluding walk-behinds and hand-held); Conveyor Muck Cars (Haglund or Similar Type); Drills, all; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro Blaster; All Locomotives, Dinky; Off-Road Hauling Units; Non-Self Loading Dump; Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Scoops - Tractor Drawn; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper; Scraper - Prime Mover in Tandem (Regardless of Size); Tank Car Heater; Tractors, Push, Pulling Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Fireman on Boilers; Forklift Trucks; Grouting Machine; Hoists,

Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper - Form - Motor Driven.

Class 4. Air Compressor - Small and Large; Asphalt Spreader, Backend Man; Bobcat (Skid Steer) all; Brick Forklift; Combination - Small Equipment Operator; Directional Boring Machine up to 12"; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Hydro-Blaster; Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Tractaire; Trencher 12" and under; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. Oilers and Directional Boring Machine Locator.

Class 6. Field Mechanics and Field Welders

Class 7. Gradall and machines of like nature.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turntrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turntrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.