

ADAMS COUNTY, ILLINOIS

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
1	ADMINISTRATION	
	<i>Division III - Definitions</i>	
	Section 1-1-15 - Construction of Words	1-1
	Section 1-1-16 - Definitions	1-1
	Section 1-1-17 - Catchlines	1-4
	Section 1-1-18 - 1-1-19 Reserved	
	 <i>Division IV - General Penalty</i>	
	Section 1-1-20 - Penalty	1-5
	Section 1-1-21 - Application	1-5
	Section 1-1-22 - Liability of Officers	1-6
	 <i>Article II - County Board Chairman</i>	
	Section 1-2-1 - Election of Chairman	1-7
	Section 1-2-2 - Duties of the Chair	1-7
	Section 1-2-3 - County Board Committees	1-8
	Section 1-2-4 - Vacancy	1-10
	Section 1-2-5 - Vice-Chairman	1-10
	Section 1-2-6 - Removal of Appointees	1-10
	Section 1-2-7 - County Representative Designated by The Chairman	1-11
	Section 1-2-8 - Expense Claims; Convention	1-11
	 <i>Article III – County Board</i>	
	Section 1-3-1 - Membership	1-12
	Section 1-3-2 - Term	1-12
	Section 1-3-3 - Vacancy	1-13
	Section 1-3-4 - Meetings; Regular	1-13
	Section 1-3-5 - Special Meetings	1-13
	Section 1-3-6 - Emergency Meetings	1-13
	Section 1-3-7 - Quorum; Majority Vote	1-14
	Section 1-3-8 - Appointed Officials	1-14
	Section 1-3-9 - Claims Procedure	1-14
	Section 1-3-10 - Presentation of Resolutions and Ordinances	1-16
	 <i>Article IV - County Board Rules</i>	
	Section 1-4-1 - Rules of the Board	1-17
	Section 1-4-2 - Amendments to the Rules of the Board	1-22
	Section 1-4-3 - Agenda	1-23

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
1	ADMINISTRATION (CONTINUED)	
	<i>Article V - Ethics and Gift Ban</i>	
	<i>Section 1-5-1 - Definitions</i>	1-24
	<i>Section 1-5-2 - Prohibited Political Activity</i>	1-24
	<i>Section 1-5-3 - Limitations on Receiving Gifts</i>	1-25
	<i>Section 1-5-4 - Exceptions</i>	1-26
	<i>Section 1-5-5 - Disposition of Gifts</i>	1-27
	<i>Section 1-5-6 - Ethics Advisor</i>	1-27
	<i>Section 1-5-7 - Filing Complaints</i>	1-28
	<i>Section 1-5-8 - Ethics Commission</i>	1-28
	 <i>Article VI - Generally</i>	
	<i>Section 1-6-1 - Depositories for County Funds</i>	1-29
	<i>Section 1-6-2 - County Officials' Salaries</i>	1-29
	<i>Section 1-6-3 - County Seal</i>	1-30
	<i>Section 1-6-4 - Appointments by County</i>	1-30
	<i>Section 1-6-5 - Bidding and Contract Procedures</i>	1-31
	<i>Section 1-6-6 - Salaries Regulation</i>	1-31
	<i>Section 1-6-7 - Illinois Municipal Retirement Fund</i>	1-31
	<i>Section 1-6-8 - Federal Old Age and Survivor's Insurance System</i>	1-32
	<i>Section 1-6-9 - Term of Appointed Officials</i>	1-32
	<i>Section 1-6-10 - Centralized Payroll System</i>	1-32
	 <i>Article VII – Generally</i>	
	<i>Section 1-7-1 - County Board Districts</i>	1-34
	 <i>Article VIII – Investment Policy</i>	
	<i>Section 1-8-1 - Scope of Policy</i>	1-35
	<i>Section 1-8-2 - Objectives</i>	1-35
	 <i>Article IX - Appointed Officials</i>	
	<i>Section 1-9-1 - Term of Appointed Officials</i>	1-36
	<i>Section 1-9-2 - Emergency Management Director</i>	1-36
	<i>Section 1-9-3 - County Engineer</i>	1-37
	 <i>Article X – Meeting Procedures</i>	
	<i>Division I – Recording Closed Meetings</i>	
	<i>Section 1-10-1 - Recording Closed Sessions</i>	1-38

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
1	ADMINISTRATION (CONTINUED)	
	Section 1-10-2 - Responsibility for Recording Closed Sessions and Maintaining Recordings	1-38
	Section 1-10-3 - Closed Session Minutes	1-38
	Section 1-10-4 - Remote Attendance Policy	1-38
	 Article XI – Travel, Living and Meal Expenses	
	Section 1-11-1 - Applicability and Authority	1-40
	Section 1-11-2 - Reimbursable Transportation Expenses	1-40
	Section 1-11-3 - Reimbursement of Living Expenses	1-40
	Section 1-11-4 - Reimbursement of Non-Travel Business Meal Expense	1-42
	Section 1-11-5 - Per Diem Allowance	1-43
	Section 1-11-6 - Travel Advances	1-43
	Section 1-11-7 - Reimbursement Requests	1-44
	 Article XII – Credit Card Policy	
	Section 1-12-1 - Applicability and Authority	1-45
	Section 1-12-2 - Procedures	1-45
	Section 1-12-3 - Approval Process	1-48
	Section 1-12-4 - Credit Card Usage	1-48
	Section 1-12-5 - Statement Reconciliations	1-49
	 Article XIII – Personal Use of County Property	
	Section 1-13-1 - Introduction	1-51
	Section 1-13-2 - Use of Vehicles Policy	1-51
	Section 1-13-3 - Responsibility	1-52
	Section 1-13-4 - Internal Revenue Service	1-52
	Section 1-13-5 - Fringe Benefit	1-53
	Section 1-13-6 - Commuting Rule	1-53
	Section 1-13-7 - Mileage and Truck Lease	1-53
	Section 1-13-8 - Office Expense Reimbursement	1-53
	Section 1-13-9 - RESERVED	
	Section 1-13-10 - Cell Phone Policy	1-54

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
3	ANIMAL CONTROL (CONTINUED)	
	Section 3-4-3 - Sale and Distribution of Vaccine	3-12
	Section 3-4-4 - Vaccination Tags Provided by Administrator	3-12
	Section 3-4-5 - Notice of Violation; Penalty	3-13
	 Article V - Nuisance	
	Section 3-5-1 - Animal Nuisance Based Upon Noise	3-15
	 Article VI - Animal Treatment	
	Section 3-6-1 Owner's Duties	3-16
	3-6-2 Cruel Treatment	3-16
	3-6-3 Notice of Violation; Penalty	3-16
	 Article VII – Primate Registration	
	Section 3-7-1 Public Act 096-1219	3-17
	Section 3-7-2 Primate Registration	3-17
4	BOARDS & COMMISSIONS	
	 Article I – Quincy and Adams County 9-1-1 Communications Systems Governing Board	
	Section 4-1-1 - Formation of System	4-1
	Section 4-1-2 - Area of Service	4-1
	Section 4-1-3 - Governing Board	4-1
	Section 4-1-4 - Powers of Board	4-2
	Section 4-1-5 - Funding of System	4-3
	Section 4-1-6 - Exemption from Taxation	4-3
	Section 4-1-7 Annual Budget	4-3
	Section 4-1-8 Amendments	4-3
	Section 4-1-9 Intergovernmental Agreement with Quincy	4-3
	 Article II – Mental Health Board (708)	
	Section 4-2-1 - Established	4-4
	Section 4-2-2 Composition	4-4
	Section 4-2-3 - Term of Office	4-4
	Section 4-2-4 - Absenteeism	4-4
	Section 4-2-5 - Expenses	4-4
	Section 4-2-6 - Officers Elected	4-4
	Section 4-2-7 Duties of Officers	4-5
	Section 4-2-8 Meetings	4-5

CHAPTER**TITLE****PAGE****4*****BOARDS AND COMMISSIONS (CONTINUED)***

<i>Section 4-2-9</i>	<i>Fiscal Year</i>	<i>4-6</i>
<i>Section 4-2-10</i>	<i>Powers and Duties</i>	<i>4-6</i>
<i>Section 4-2-11</i>	<i>Committees</i>	<i>4-6</i>
<i>Section 4-2-12</i>	<i>Amendments</i>	<i>4-7</i>
<i>Section 4-2-13</i>	<i>Annual Budget and Report</i>	<i>4-7</i>
<i>Section 4-2-14</i>	<i>Tax Levy-Community Mental Health Fund</i>	<i>4-7</i>
 <i>Article III – Public Health Board</i>		
<i>Section 4-3-1</i>	<i>- Board Established</i>	<i>4-8</i>
<i>Section 4-3-2</i>	<i>Service Area</i>	<i>4-8</i>
<i>Section 4-3-3</i>	<i>Board Membership; Term</i>	<i>4-8</i>
<i>Section 4-3-4</i>	<i>Powers and Duties</i>	<i>4-8</i>
<i>Section 4-3-5</i>	<i>Annual Budget and Report</i>	<i>4-9</i>
<i>Section 4-3-6</i>	<i>Tax Levy-County Health Fund; Use of Funds</i>	<i>4-9</i>
<i>Section 4-3-7</i>	<i>Meetings</i>	<i>4-9</i>
<i>Section 4-3-8</i>	<i>Expenses of Board Members-Payment</i>	<i>4-9</i>
<i>Section 4-3-9</i>	<i>Removal</i>	<i>4-10</i>
<i>Section 4-3-10</i>	<i>Coordination</i>	<i>4-10</i>
 <i>Article IV – Sheriff’s Merit Commission</i>		
<i>Section 4-4-1</i>	<i>- Purpose and Establishment of a Merit Commission</i>	<i>4-11</i>
<i>Section 4-4-2</i>	<i>Tenure, Eligibility and Organization</i>	<i>4-11</i>
<i>Section 4-4-3</i>	<i>Commission Authority and Responsibility</i>	<i>4-11</i>
<i>Section 4-4-4</i>	<i>Compensation and Expenses</i>	<i>4-12</i>
<i>Section 4-4-5</i>	<i>Staff Assistants</i>	<i>4-12</i>
<i>Section 4-4-6</i>	<i>Appeal</i>	<i>4-12</i>
<i>Section 4-4-7</i>	<i>Vacancies</i>	<i>4-12</i>
<i>Section 4-4-8</i>	<i>Reserved</i>	<i>4-12</i>
<i>Section 4-4-9</i>	<i>Reserved</i>	<i>4-12</i>
<i>Section 4-4-10</i>	<i>Reserved</i>	<i>4-12</i>
<i>Section 4-4-11</i>	<i>Reserved</i>	<i>4-12</i>
<i>Section 4-4-12</i>	<i>Administration</i>	<i>4-13</i>
<i>Section 4-4-13</i>	<i>Ranks</i>	<i>4-14</i>
<i>Section 4-4-14</i>	<i>Commission Responsibilities</i>	<i>4-14</i>
<i>Section 4-4-15</i>	<i>Eligibility</i>	<i>4-14</i>
<i>Section 4-4-16</i>	<i>Procedures</i>	<i>4-15</i>
<i>Section 4-4-17</i>	<i>Promotional Probationary Period</i>	<i>4-16</i>
<i>Section 4-4-18</i>	<i>Appointment to Department</i>	<i>4-16</i>
<i>Section 4-4-19</i>	<i>Certification of Tenure</i>	<i>4-17</i>
<i>Section 4-4-20</i>	<i>Appointment Procedure</i>	<i>4-17</i>
<i>Section 4-4-21</i>	<i>Disciplinary Measures-By Sheriff</i>	<i>4-18</i>

CHAPTER**TITLE****PAGE****4*****BOARDS AND COMMISSIONS (CONTINUED)***

<i>Section 4-4-22</i>	<i>Complaints</i>	<i>4-19</i>
<i>Section 4-4-23</i>	<i>Notification of Hearing</i>	<i>4-19</i>
<i>Section 4-4-24</i>	<i>Hearing on Charges</i>	<i>4-19</i>
<i>Section 4-4-25</i>	<i>Decision of Charges</i>	<i>4-19</i>
<i>Section 4-4-26</i>	<i>Subpoena</i>	<i>4-20</i>
<i>Section 4-4-27</i>	<i>Filing of Papers</i>	<i>4-20</i>
<i>Section 4-4-28</i>	<i>Form of Papers</i>	<i>4-20</i>
<i>Section 4-4-29</i>	<i>Conduct</i>	<i>4-20</i>
<i>Section 4-4-30</i>	<i>Leave of Absence</i>	<i>4-21</i>
<i>Section 4-4-31</i>	<i>Resignations</i>	<i>4-21</i>
<i>Section 4-4-32</i>	<i>Reinstatement</i>	<i>4-21</i>
<i>Section 4-4-33</i>	<i>Reserved</i>	<i>4-22</i>
 <i>Article V – Care & Treatment Disabilities Board (377)</i>		
<i>Section 4-5-1</i>	<i>- Board Established</i>	<i>4-26</i>
<i>Section 4-5-2</i>	<i>Membership; Term</i>	<i>4-26</i>
<i>Section 4-5-3</i>	<i>- Meetings and Responsibilities</i>	<i>4-26</i>
<i>Section 4-5-4</i>	<i>- Purchases</i>	<i>4-26</i>
<i>Section 4-5-5</i>	<i>- Donations Accepted</i>	<i>4-27</i>
<i>Section 4-5-6</i>	<i>- Maintenance Charge Imposed</i>	<i>4-27</i>
<i>Section 4-5-7</i>	<i>Calculation of Rate</i>	<i>4-27</i>
<i>Section 4-5-8</i>	<i>Financial Inquiries of Client</i>	<i>4-27</i>
<i>Section 4-5-9</i>	<i>Use of Facilities</i>	<i>4-27</i>
<i>Section 4-5-10</i>	<i>Appeal of Charges</i>	<i>4-28</i>
<i>Section 4-5-11</i>	<i>Suit by State's Attorney</i>	<i>4-28</i>
<i>Section 4-5-12</i>	<i>Estate Claims</i>	<i>4-28</i>
 <i>Article VI – Adams County Ambulance System</i>		
<i>Section 4-6-1</i>	<i>Formation of System</i>	<i>4-29</i>
<i>Section 4-6-2</i>	<i>Area of Service</i>	<i>4-29</i>

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
4	BOARDS AND COMMISSIONS (CONTINUED)	
	Section 4-6-3	Ambulance Board 4-29
	Section 4-6-4	Powers of Board 4-30
	Section 4-6-5	Labor Contracts 4-30
	Section 4-6-6	Amendments 4-30
	Section 4-6-7	Repealer 4-31
	Section 4-6-8	Effective Date 4-31
5	BUSINESS REGULATIONS	
	<i>Article I – Solicitors</i>	
	Section 5-1-1	Definitions 5-1
	Section 5-1-2	County Policy 5-1
	Section 5-1-3	Registration Required 5-1
	Section 5-1-4	Application for Certificate of Registration 5-2
	Section 5-1-5	Issuance & Revocation of Certificate Of Registration 5-2
	Section 5-1-6	Annual Expiration Date 5-2
	Section 5-1-7	Duty of Solicitors 5-2
	Section 5-1-8	Uninvited Soliciting Prohibited 5-2
	Section 5-1-9	Time Limit on Soliciting 5-3
	Section 5-1-10	Fee Required 5-3
	Section 5-1-11	Not Applicable 5-3
	<i>Article II – Peddlers</i>	
	Section 5-2-1	License Required 5-4
	Section 5-2-2	Definitions 5-4
	Section 5-2-3	Application 5-4
	Section 5-2-4	Investigation of Applicants 5-4
	Section 5-2-5	Fees 5-5
	Section 5-2-6	Hours 5-5
	Section 5-2-7	Fraud 5-5
	Section 5-2-8	Exemption 5-5
	Section 5-2-9	Produce Farmers 5-5
	<i>Article III – Raffles</i>	
	Section 5-3-1	Definitions 5-6
	Section 5-3-2	Duties 5-6
	Section 5-3-3	License Required 5-6
	Section 5-3-4	Applications for License 5-7
	Section 5-3-5	Rules for Applications and Licenses 5-7
	Section 5-3-6	Prohibited Licensees 5-8
	Section 5-3-7	Restrictions on the Conduct of Raffles 5-8

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
5	<i>BUSINESS REGULATIONS (CONTINUED)</i>	
	<i>Article IV – Adult Oriented Businesses</i>	
	Section 5-4-1	Definition
	Section 5-4-2	License Required
	Section 5-4-3	Application
	Section 5-4-4	Restrictions of Licenses
	Section 5-4-5	License Required
	Section 5-4-6	Classification
	Section 5-4-7	Fee
	Section 5-4-8	License Year
	Section 5-4-9	Exemptions
	Section 5-4-10	Premises Used for Dwellings
	Section 5-4-11	Sale in Public Buildings
	Section 5-4-12	Transportation
	Section 5-4-13	Disposition of Fees
	Section 5-4-14	Record of Licenses
	Section 5-4-15	Transfer of License
	Section 5-4-16	Refund of Fees
	Section 5-4-17	Change of Location
	Section 5-4-18	Peddling
	Section 5-4-19	Sanitary Conditions
	Section 5-4-20	Employees
	Section 5-4-21	Location Requirements
	Section 5-4-22	Closing Hours
	Section 5-4-23	Election Days
	Section 5-4-24	Description of Premises
	Section 5-4-25	View Into Premises
	Section 5-4-26	Posting
	Section 5-4-27	Sale to Intoxicated Persons—Habitual Drunkards
	Section 5-4-28	Attendance at Bar
	Section 5-4-29	Revocation-Suspension
	Section 5-4-30	Sales to Persons Under Twenty-One
	Section 5-4-31	Consumption of Persons Under Twenty-One
	Section 5-4-32	Prohibited Conduct on Licensed Premises
	Section 5-4-33	Penalty
	Section 5-4-34	Conflict with State Statutes
	Section 5-4-35	Special One Day Permit

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
-----------------------	---------------------	--------------------

5	<i>BUSINESS REGULATIONS (CONTINUED)</i>	
----------	--	--

<i>Section 5-6-20</i>	<i>Certiorari Procedure</i>	<i>5-41</i>
<i>Section 5-6-21</i>	<i>Effective Date</i>	<i>5-41</i>

6	<i>EMPLOYEES</i>	
----------	-------------------------	--

<i>Article I – Anti-Harassment</i>		
<i>Section 6-1-1</i>	<i>Statement of Policy</i>	<i>6-1</i>

<u>CHAPTER</u>	<u>TITLE</u>	<u>PAGE</u>
-----------------------	---------------------	--------------------

7	<i>Offenses</i>	
----------	------------------------	--

Article I – Truancy Ordinance

<i>Section 7-1-1</i>	<i>Purpose</i>	<i>7-1</i>
<i>Section 7-1-2</i>	<i>Definitions</i>	<i>7-1</i>
<i>Section 7-1-3</i>	<i>Governing Office</i>	<i>7-2</i>
<i>Section 7-1-4</i>	<i>Enforcement</i>	<i>7-3</i>
<i>Section 7-1-5</i>	<i>Penalty</i>	<i>7-3</i>
<i>Section 7-2-1</i>	<i>Unlawful Possession or Consumption of Alcohol</i>	<i>7-4</i>
<i>Section 7-3-1</i>	<i>Unlawful Possession of Cannabis</i>	<i>7-5</i>
<i>Section 7-4-1</i>	<i>Unlawful Possession of Drug Paraphernalia</i>	<i>7-6</i>
<i>Section 7-5-1</i>	<i>Disorderly Conduct</i>	<i>7-7</i>

30	<i>Public Safety</i>	
-----------	-----------------------------	--

Article I – Establishment

<i>Section 30-1-1</i>	<i>Establishment</i>	<i>30-1</i>
<i>Section 30-1-2</i>	<i>Left Blank Intentionally</i>	<i>30-1</i>
<i>Section 30-1-3</i>	<i>Limitations</i>	<i>30-1</i>
<i>Section 30-1-4</i>	<i>Definitions</i>	<i>30-2</i>
<i>Section 30-1-5</i>	<i>Director</i>	<i>30-3</i>
<i>Section 30-1-6</i>	<i>Function</i>	<i>30-3</i>
<i>Section 30-1-7</i>	<i>Agreements with Other Political Subdivisions</i>	<i>30-4</i>
<i>Section 30-1-8</i>	<i>Local Disaster Declaration</i>	<i>30-4</i>
<i>Section 30-1-9</i>	<i>Utilization of Existing Agency, Facilities And Personnel</i>	<i>30-5</i>
<i>Section 30-1-10</i>	<i>Purchases and Expenditures</i>	<i>30-5</i>
<i>Section 30-1-11</i>	<i>Appropriation</i>	<i>30-5</i>
<i>Section 30-1-12</i>	<i>State Emergency Action</i>	<i>30-6</i>

<i>Section 30-1-13</i>	<i>Compensation/Reimbursement by State</i>	<i>30-6</i>
<i>Section 30-1-14</i>	<i>Oath</i>	<i>30-6</i>
<i>Section 30-1-15</i>	<i>Disaster Warning Devices</i>	<i>30-7</i>
<i>Section 30-1-16</i>	<i>Authority to Accept Services, Gifts, Grants Or Loans</i>	<i>30-7</i>
<i>Section 30-1-17</i>	<i>Severability</i>	<i>30-7</i>