

## Where Do I Recycle?

**Curbside programs** - Pilot program neighborhoods have special bins for glass, aluminum cans and newsprint. Garbage haulers empty bins on a weekly basis.

**Drop-off sites** - Many villages and neighborhoods have permanent sites where items can be dropped off, or special days where a recycling truck is parked in a convenient location for drop-off.

**Recycling Centers** - Several recycling centers are located in Decatur and areas around Macon County. These centers pay per pound for items brought to the centers. Price varies according to available markets. A list of these centers is available by calling the Hotline.

Call your Recycling Hotline for specific details on a program best suited for your needs (217) 423-2800.



**RECYCLING HOTLINE  
423-2800**

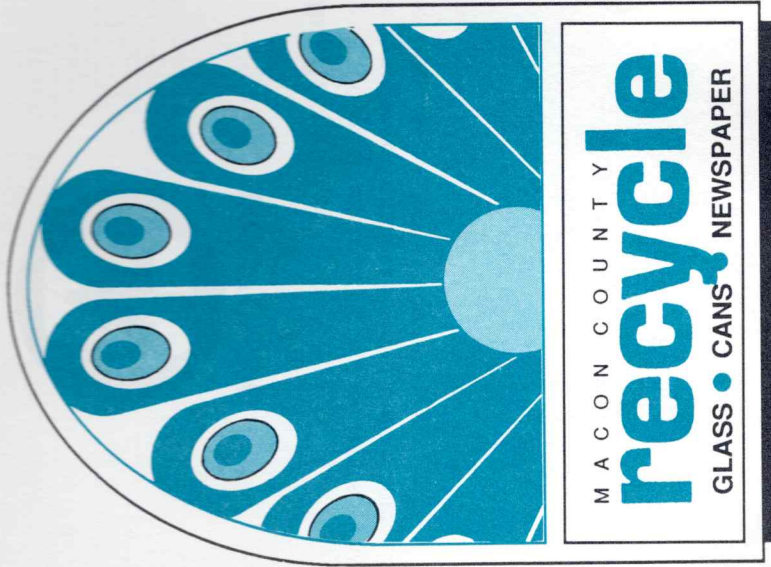
## Did You Know...

- Nearly 50 percent of your garbage is recyclable.
- Recycling one, 12-ounce aluminum can, saves six ounces of oil.
- A three foot stack of newsprint for recycling saves one tree.
- Using recycled material saves between 40-90 percent of the water needed in manufacturing.
- Using recycled material reduces air pollution 20-90 percent in manufacturing.
- A cigarette butt takes 11 years to degrade.
- Ten years ago, Illinois had 600 landfills, today, less than 170 are left - these have less than seven years of capacity.
- By 1995, Macon County **must** reduce recyclable material going into the landfill by 25 percent.
- Plastic degrades in 200-400 years.
- One-third of our purchases is mostly plastic packaging.
- Each Macon County resident throws away up to five pounds of trash daily.

## Be Part of the Solution, Recycle!

For information call  
**Decatur-Macon County  
Clean Community System**  
(217) 423-2800  
242 E. North  
Decatur, IL 62523

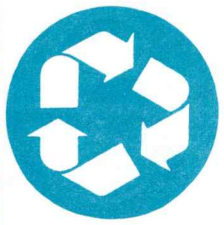
Project funding provided by:  
**Illinois Department of Energy  
and Natural Resources**  
Illinois Department of Commerce  
and Community Affairs



## Recycling In Macon County A "How-to Guide"

for Individual Solutions to a  
Community Problem  
Recycling Hotline

**(217) 423-2800**



## RECYCLING

### Why Recycle?

We can no longer afford to be a throw away society. The average household in Macon County generates over **one ton** of solid waste every year.

#### RECYCLING:

- Extends the life of our landfill
- Decreases pollution
- Create jobs
- Conserves resources
- Saves energy

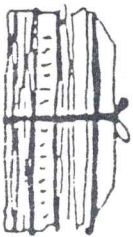
### What is Recycling?

Recycling is the basic process of making materials such as glass, metal and paper available for reuse. New products can be made using less energy for less cost.

### How To Recycle?

Contact your garbage hauler, your municipal offices or your Decatur-Macon County Clean Community System (217) 423-2800 for details on what recycling resources are available to you in your area. Begin removing cans, glass and newspaper for at-home recycling, and additionally, at the office, remove business paper and computer paper from the throw away trash.

### Here's How It Works...



#### Newsprint

- Remove glossy paper and magazine inserts
- Stack weekly newspaper in a bundle
- Tie or place in brown paper bag (**no magazines**)

Recycled newspaper can be made into many other products, such as newsprint, tissue, home insulation, cereal boxes, roofing felt and bedding for animals.

#### Aluminum (beverage cans)

- Empty
- May flatten cans to save space
- Approximately 25-26 cans make one pound of aluminum



Recycled aluminum uses 90 percent less energy to make new products than the raw material. It is used to make new beverage containers, storm doors, gutters, electrical parts and foil.

#### Glass

- Empty clear, green and brown glass containers
- Rinse
- Remove all lids and rings
- Labels may be left on



Recycled glass is crushed, melted and made into new glass containers. Glass manufacturers can save up to 25 percent in energy by using recycled glass.

### Yard Debris (organic waste)

- Yard waste can be recycled at home by composting. Composting is the natural process of breaking down leaves, grass clippings, etc., into a humus substance that is used to mix with soil or place around plants.
- A separate brochure is available for composting instructions.

By 1991, Illinois landfills will not accept leaves, grass, branches, etc. These items take up 17-18 percent of landfill volume. Begin composting activities today.

### Business Recyclables

- Business paper - stationery, copier paper, computer paper - can be recycled
- Corrugated cardboard - flatten and bundle for hauler
- All aluminum beverage containers (not food cans)
- Glass food containers
- Innovative employees can make many items reusable. Ask them!

### Miscellaneous Recyclables

Tin cans, plastic, aluminum construction items, wooden pallets, tires, motor oil, window glass, other such items can often be recycled through a local recycling agency. Please call your RECYCLING HOTLINE (217) 423-2800 to receive further information.



GREEN TALK



• MOORE •

## New face in county recycling

"There oughta be a law."  
You've heard that one before.

Well, in Peoria County there IS a law that makes businesses and industries recycle.

Business and industry generate the most garbage.

The law, which took effect in Peoria County this year, requires businesses and industries to recycle at least two items that they formerly threw out, said Susan Dudolski.

Dudolski has been hired as Macon County's new solid waste planner, to replace Bill Knorr, who resigned several months ago.

Dudolski is a recycling educator for Peoria County.

"Most of our waste — between 50 to 75 percent of it — is commercial or industrial," said Dudolski. If businesses don't recycle two items out of their waste stream, they could be fined \$500, she said.

The county ordinance hasn't been enforced yet, because there are still some kinks in it. But several businesses heard the ordinance was coming and started recycling in 1993, Dudolski said. She said Peoria County should be able to meet a state goal that says counties should recycle 15 percent of their waste in 1994.

Dudolski begins working for Macon County in mid-December.

■ □ ■  
**MAYBE THEY SHOULD** have called it a curbside "catalog" collection, instead.

In October, Waste Recycling Inc. started the curbside collection of publications that contain "slick" paper — that means, publications that have shiny pages.

They called it a "magazine" collection.

But right now, about 65 percent of the publications Waste Recycling gets at curbside are catalogues, said Waste Recycling spokesman Brad Brown.

Waste Recycling doesn't accept TV Guide or magazines that don't contain shiny "slick" pages. However, Waste Recycling will accept Reader's Digest and other magazines.

■ □ ■  
**HERE'S A QUICK** refresher course about what you can put in Decatur's curbside recycling bins and how the items need to be prepared. Feel free to clip this out — it's your newspaper.

■ Accepted at curbside: Newspaper, magazines; steel, aluminum and bi-metal cans; and plastic food containers with the number 1 or number 2 in little triangles at the bottom. Empty anti-freeze containers made with number 1 or number 2 plastics are also accepted.

■ All items — except newspapers, magazines and brown paper grocery bags — need to be rinsed clean.

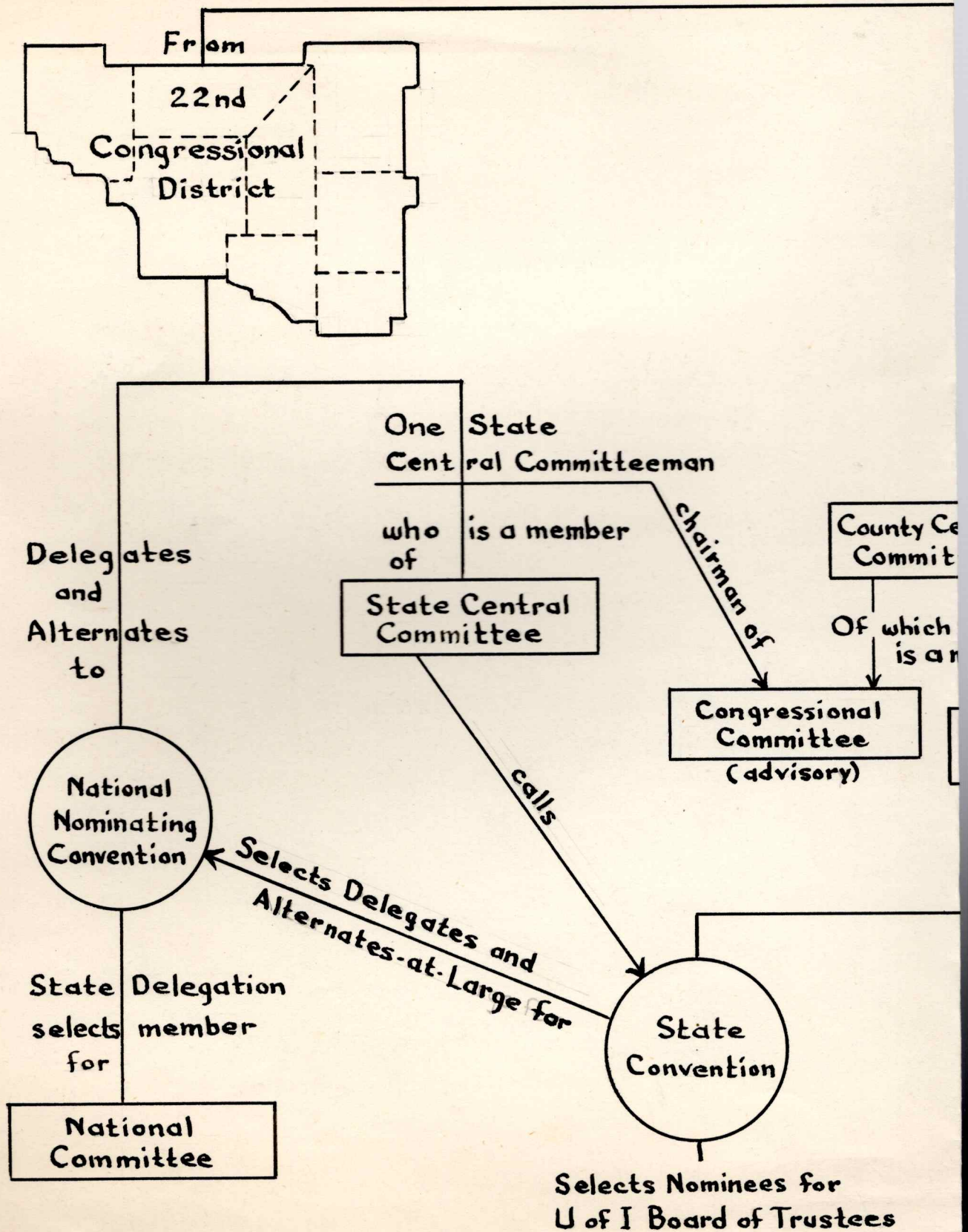
■ Newspapers and magazines need to be bundled separately with string or cord, or placed in brown paper grocery sacks. If the newspapers or magazines get wet, Waste Recycling won't accept them. (Tip: Don't place magazines or newspapers out if it's raining.)

■ Metal containers should have labels peeled off. Labels can remain on glass containers. Lids for plastic and glass containers can't be recycled.

■ Plastics, metals, magazines, glass and newspapers should all be placed in separate brown paper sacks. No plastic bags, please.

Dave Moore writes about the environment for the Herald & Review.

## E

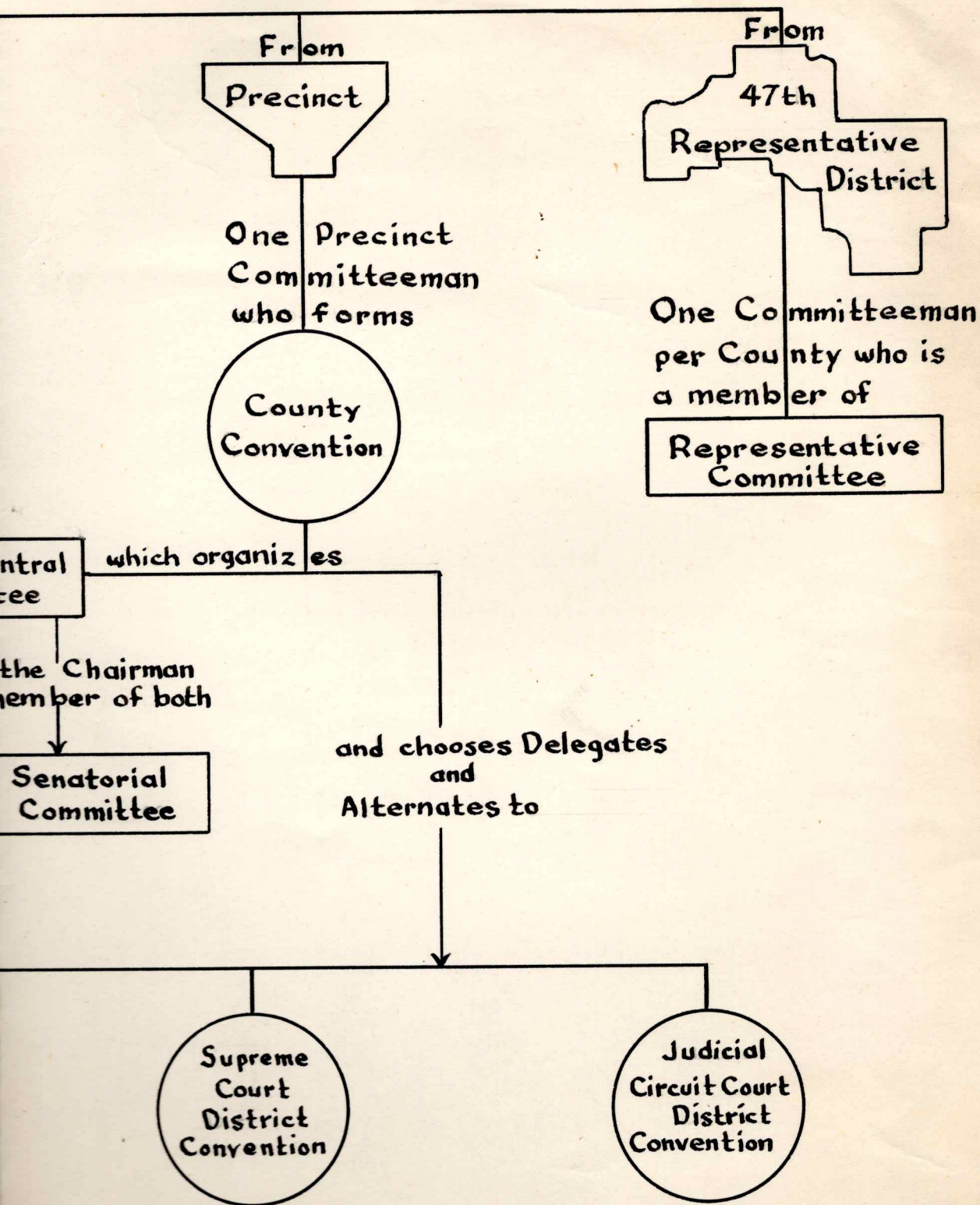




# ion In Macon County\*

## al Party at the April Primaries

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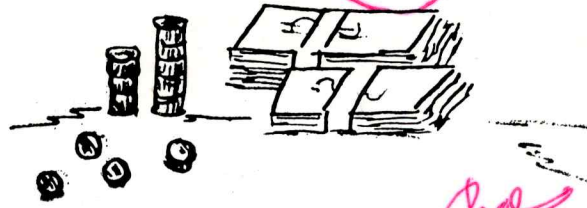
\* This structure is not true for all Counties in Illinois;  
i.e. Cook County has one County Central Committee, but  
has 12 Congressional, 24 Senatorial and 30 Representative Committees

Sanitary District

7



17



Cost Paper



FINIS

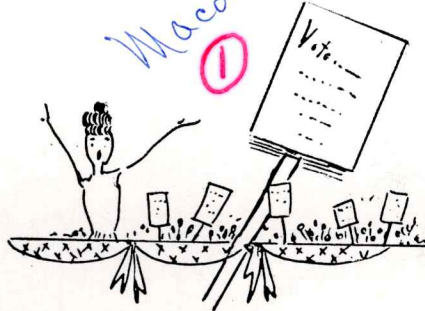
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Electoral Districts



Macon Co.

1



Our Public Schools

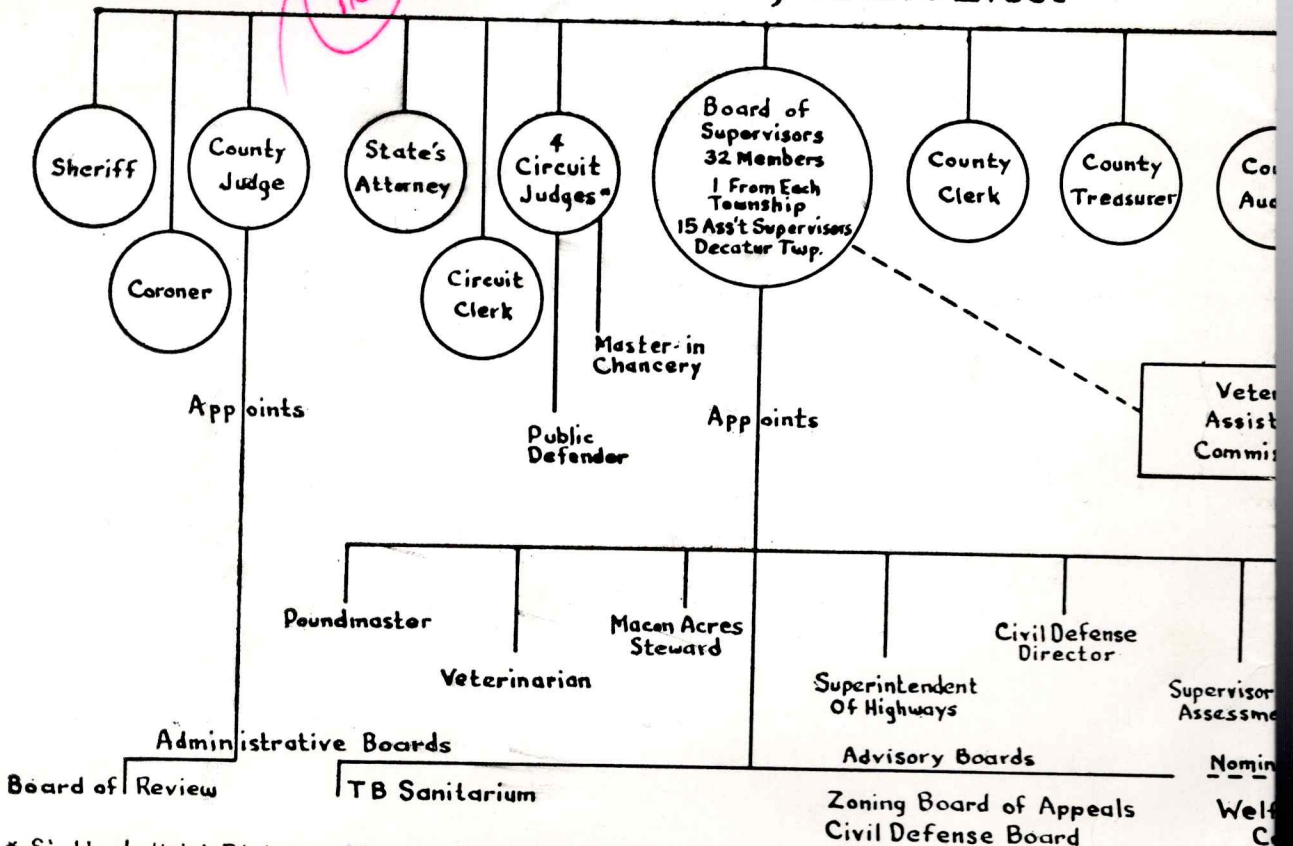
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Village incorporated

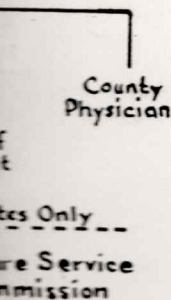
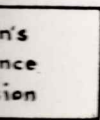
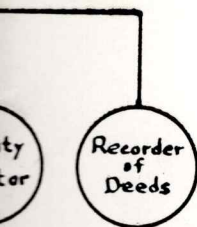
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# Macon County Voters Elect

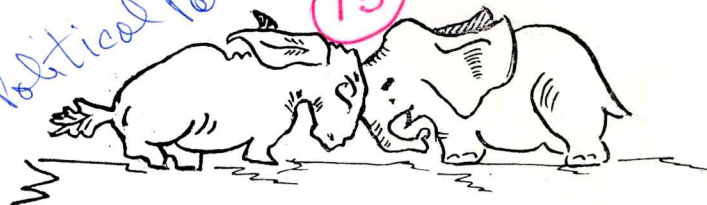


\* Sixth Judicial District: Macon, Moultrie, Piatt, DeWitt, Champaign, and Douglas Counties

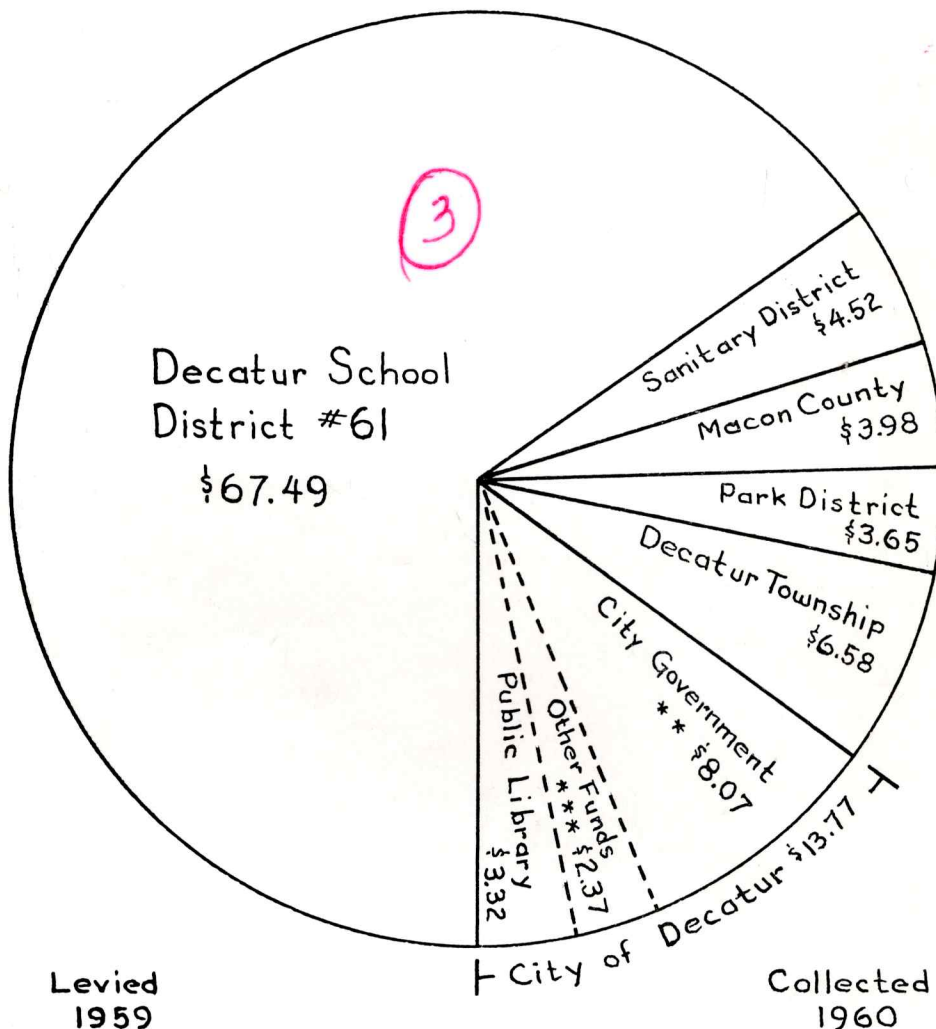




Political Parties



# City of Decatur Property Tax Dollar \* (per \$100 of Taxes Paid)



\* Applies only to those property owners in the City of Decatur who also live in Decatur Township.

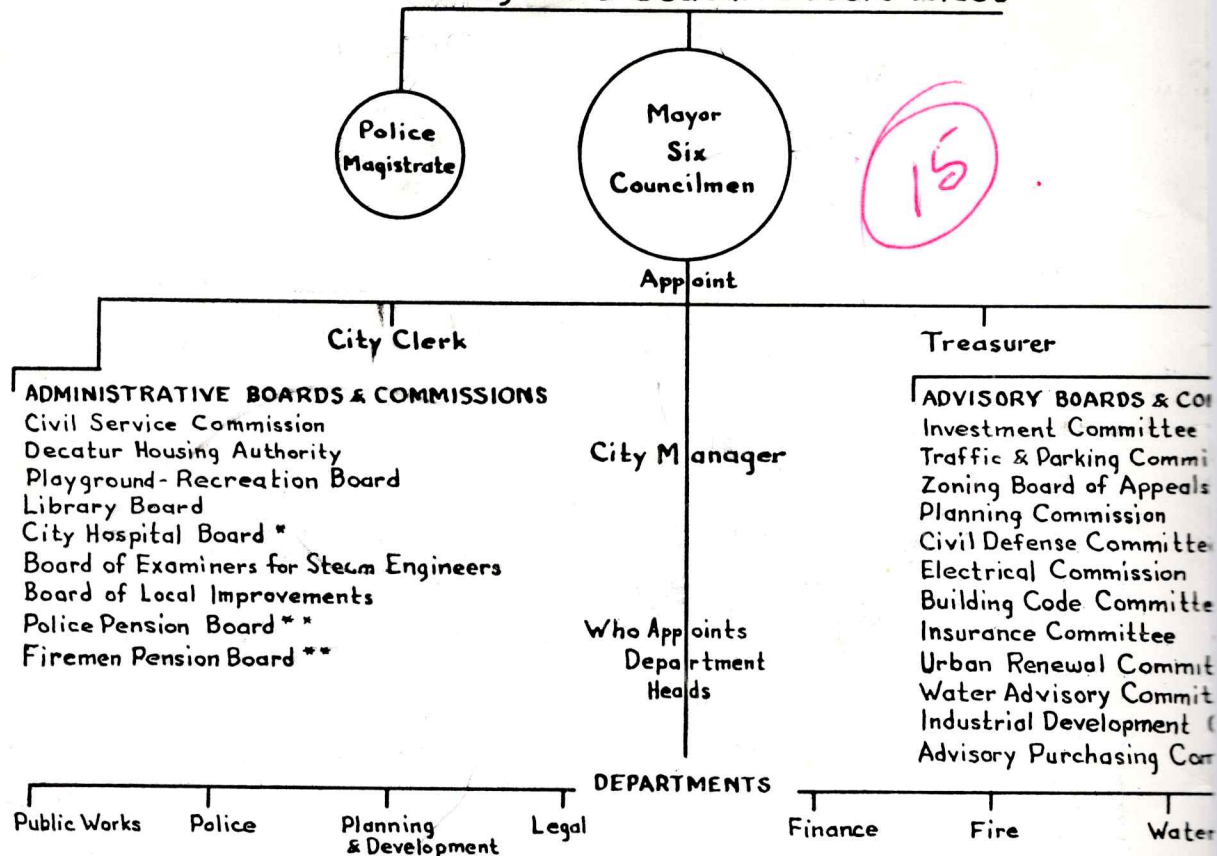
\*\* City government includes: General Corporate \$4.99; Central Park .09; Fire Protection \$1.36; Streets .22; Illinois Municipal Retirement Fund \$1.06; Public Benefit .35

\*\*\* Other Funds include: Playground and Recreation .91; Police Pension .53; Fireman Pension .47; Municipal Band .23; and Civil Defense .23

Macon County

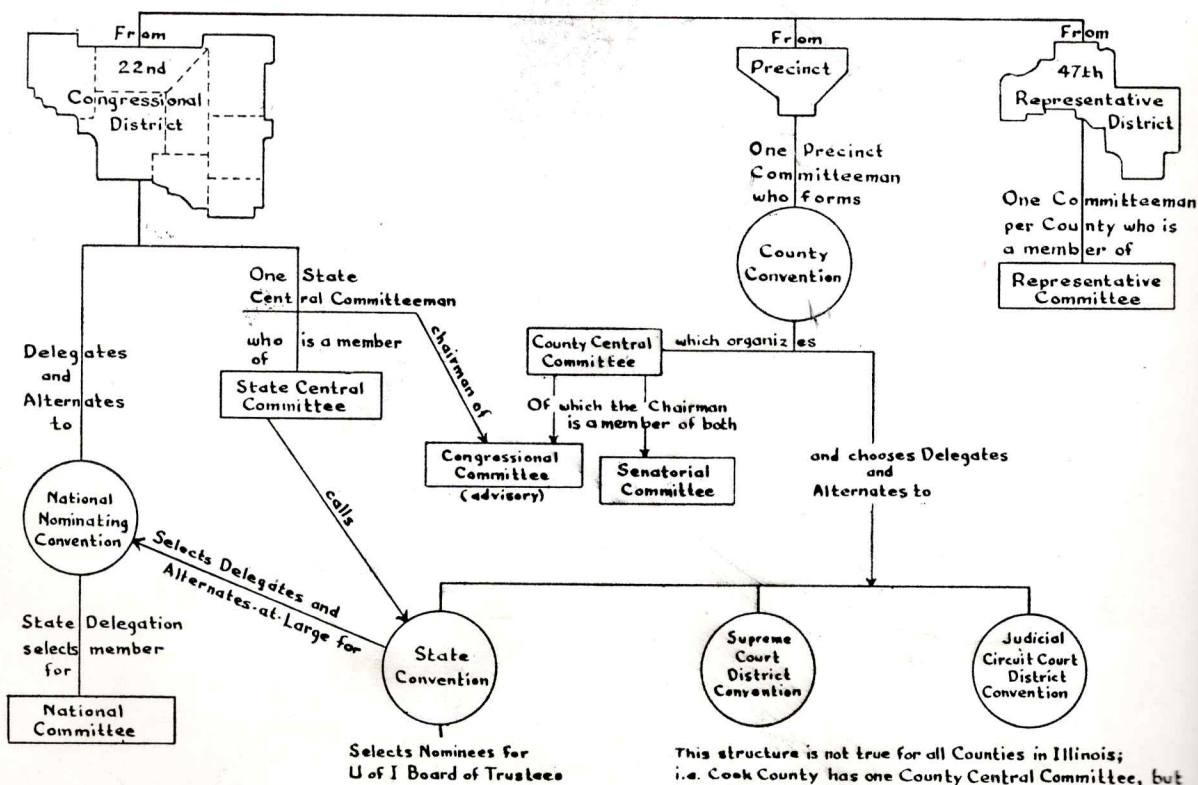
Townships - Cities - Incorporated Villages

# City of Decatur Voters Elect



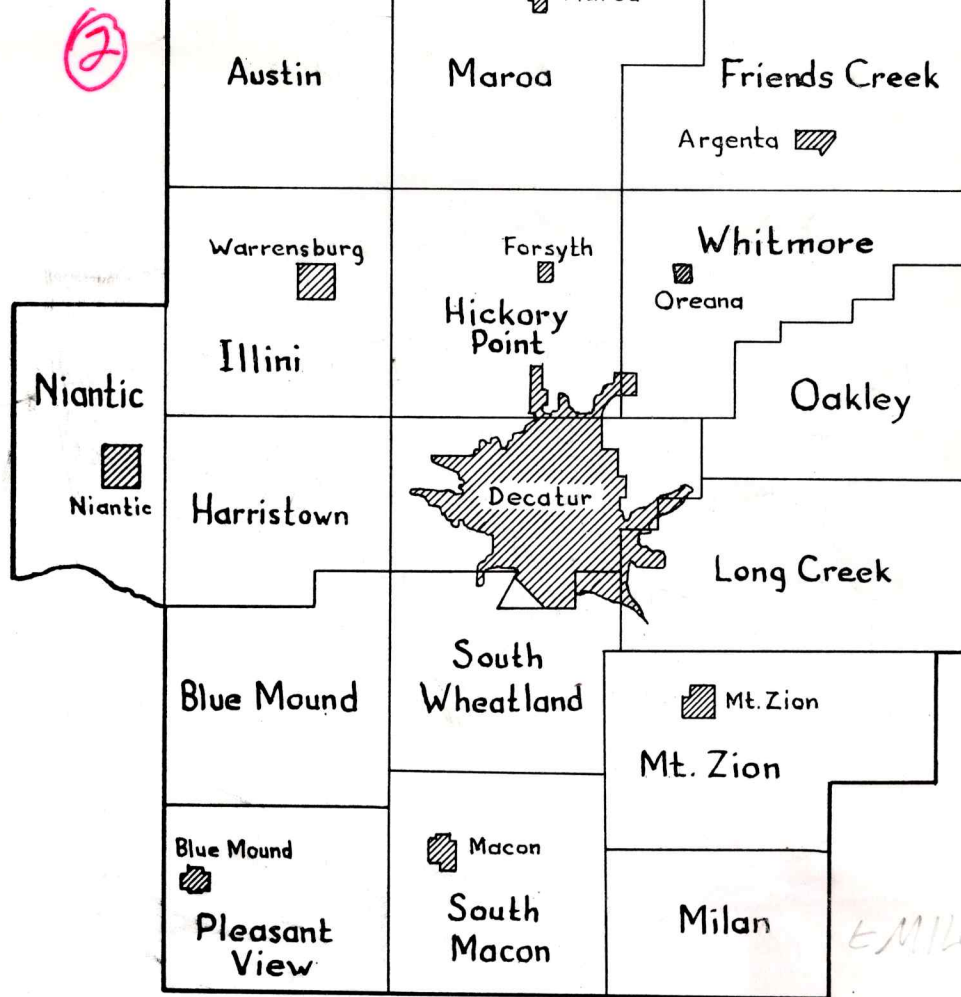
\* To be discontinued  
 \*\* Only two members appointed by the Mayor

## Party Organization In Macon County\* members of each Political Party at the April Primaries Elect:





2



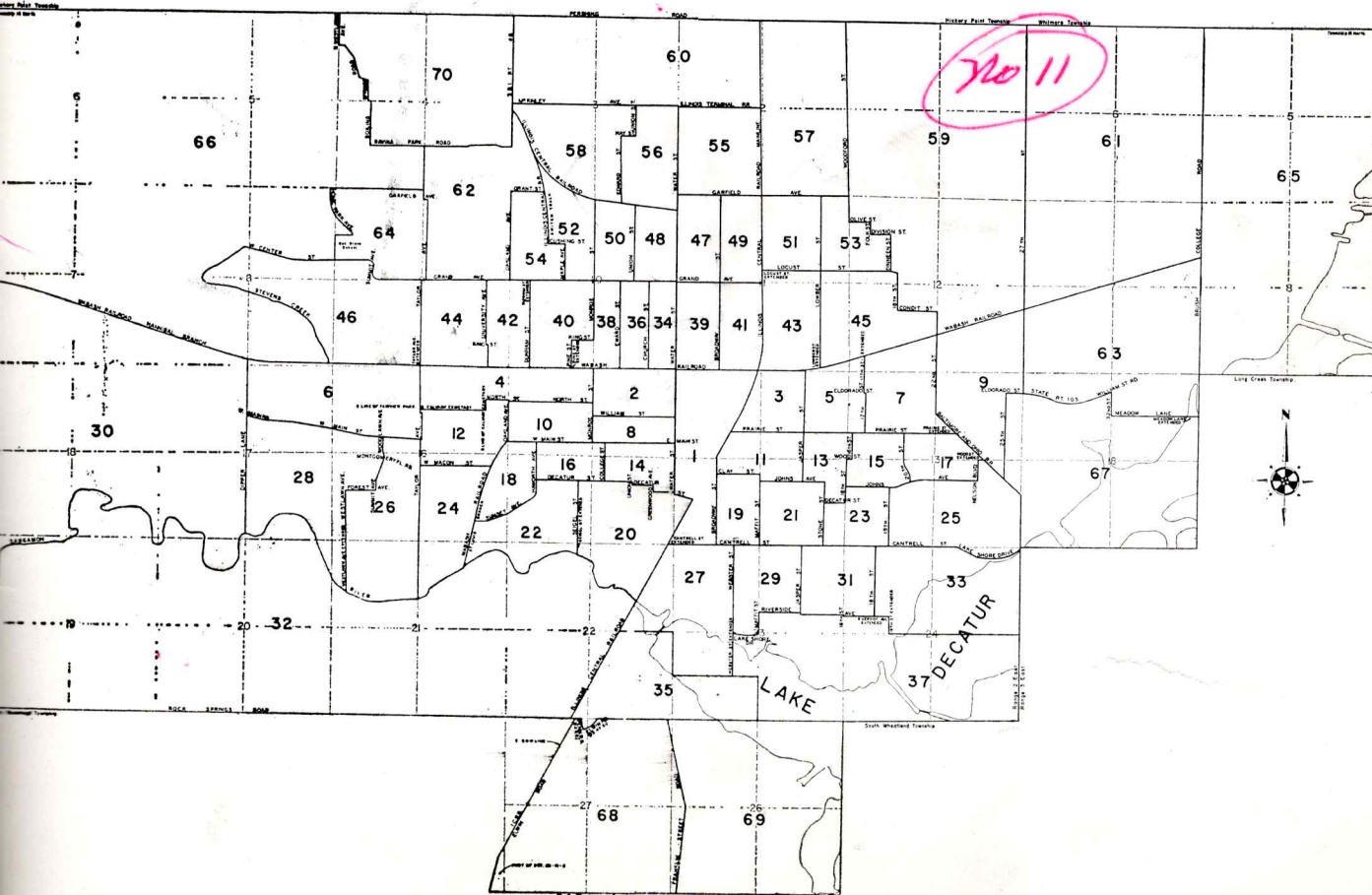
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# DECATUR TOWNSHIP VOTING DISTRICTS





11 12 1 2  
This is

**Macon County  
A HANDBOOK ON  
LOCAL GOVERNMENTS**

MACON  
COUNTY  
BUILDING



LINCOLN

**Compiled by  
The League of Women Voters  
of Decatur, Illinois**



# **THIS IS MACON COUNTY**

*A Handbook on Governmental Units in the County*



*Prepared by*

**The League of Women Voters of Decatur, Illinois**

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## PREFACE

Depending on where he resides, every citizen in Macon County lives under a combination of local governments. These are all separate taxing districts deriving their main source of income from the real and personal property taxes on all property owners within the county.

Following are all the forms of local government in Macon County:

1. Macon County  
Elwin  
Harristown  
Oakley
2. Townships in Macon County  
Austin  
Blue Mound  
Decatur  
Friends Creek  
Harristown  
Hickory Point  
Illini  
Long Creek  
Maroa  
Milam  
Mt. Zion  
Niantic  
Oakley  
Pleasant View  
South Macon  
South Wheatland  
Whitmore
3. The City of Decatur
4. Other cities in Macon County  
Macon  
Maroa  
Incorporated Villages  
Argenta  
Blue Mound  
Forsyth  
Mt. Zion  
Niantic  
Oreana  
Warrensburg  
Unincorporated Villages  
Boody
5. School Districts  
# 1 Argenta-Oreana  
# 2 Maroa-Forsyth  
# 3 Mt. Zion  
# 5 Macon  
# 6 Niantic-Harristown  
# 10 Blue Mound  
# 11 Warrensburg-Latham  
# 61 Decatur
6. Decatur Sanitary District
7. Decatur Park District
8. Fire Protection Districts  
Argenta-Oreana  
Blue Mound  
Harristown  
Hickory Point  
Long Creek  
Maroa  
Mt. Zion  
Niantic  
South Macon  
South Wheatland  
Warrensburg
9. Mosquito Abatement District
10. Drainage Districts
11. Water Districts

This Handbook is intended to help you understand the functions of these forms of government.



**FINAL 1960 U. S. CENSUS POPULATION COUNT  
FOR DECATUR, MACON COUNTY, ILLINOIS  
Including Townships, Cities & Villages**

|                                        |         |                                                                                                                                                                                                                                                                                            |
|----------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Decatur .....                          | 78,004  | A special census of the city of Decatur, taken to increase its motor fuel tax allotment, shows the population of Decatur early in 1967 to be 88,423. However, much of the increase is due to annexations to the city in the last few years and a consequent loss to the surrounding areas. |
| Urban Area (including city) .....      | 89,516  |                                                                                                                                                                                                                                                                                            |
| Metropolitan Area (Macon County) ..... | 118,257 |                                                                                                                                                                                                                                                                                            |
| Decatur City: 78,004                   |         |                                                                                                                                                                                                                                                                                            |
| Decatur Township .....                 | 74,107  |                                                                                                                                                                                                                                                                                            |
| Hickory Point .....                    | 2,012   |                                                                                                                                                                                                                                                                                            |
| Long Creek .....                       | 1,492   |                                                                                                                                                                                                                                                                                            |
| Oakley .....                           | —       |                                                                                                                                                                                                                                                                                            |
| (Part of Lake Decatur)                 |         |                                                                                                                                                                                                                                                                                            |
| South Wheatland .....                  | 117     |                                                                                                                                                                                                                                                                                            |
| Whitmore .....                         | 276     |                                                                                                                                                                                                                                                                                            |

| TOWNSHIP         | 1940   | 1950   | 1960    | Increase or Decrease<br>1960 over 1950 |
|------------------|--------|--------|---------|----------------------------------------|
| *Hickory Point   | 2,124  | 3,178  | 8,343   | 5,165 162.5%                           |
| *South Wheatland | 1,414  | 1,836  | 3,655   | 1,819 99.1%                            |
| *Long Creek      | 1,854  | 3,728  | 7,143   | 3,415 91.6%                            |
| *Whitmore        | 873    | 911    | 1,622   | 711 78.0%                              |
| *Harristown      | 1,167  | 1,494  | 2,203   | 709 47.5%                              |
| Mt. Zion         | 1,194  | 1,396  | 2,018   | 622 44.6%                              |
| Friends Creek    | 1,333  | 1,282  | 1,523   | 241 18.8%                              |
| South Macon      | 1,454  | 1,533  | 1,721   | 188 12.3%                              |
| Blue Mound       | 860    | 850    | 934     | 84 9.9%                                |
| DECATUR          | 65,764 | 75,729 | 82,107  | 6,378 8.4%                             |
| Illini           | 962    | 1,033  | 1,119   | 86 8.3%                                |
| Pleasant View    | 1,390  | 1,375  | 1,486   | 111 8.1%                               |
| Maroa            | 1,707  | 1,695  | 1,800   | 105 6.2%                               |
| Niantic          | 1,031  | 994    | 992     | -2 -.02%                               |
| Oakley           | 779    | 1,047  | 974     | -73 -7.0%                              |
| Austin           | 479    | 486    | 411     | -75 -15.4%                             |
| Milam            | 304    | 286    | 196     | -90 -31.5%                             |
| Total:           |        |        |         |                                        |
| Macon County     | 84,693 | 98,853 | 118,257 | 19,404 19.6%                           |

\*principal neighboring townships to Decatur

| CITY OR VILLAGE | 1940   | 1950   | 1960   | Increase or Decrease<br>1960 over 1950 |
|-----------------|--------|--------|--------|----------------------------------------|
| Mt. Zion        | 384    | 438    | 925    | 487 111.2%                             |
| Argenta         | 561    | 575    | 860    | 285 49.6%                              |
| Macon           | 875    | 942    | 1,229  | 287 30.5%                              |
| Warrensburg     | 456    | 549    | 681    | 132 24.4%                              |
| Decatur         | 59,305 | 66,269 | 78,004 | 11,735 17.7%                           |
| Blue Mound      | 811    | 886    | 1,038  | 152 17.2%                              |
| Maroa           | 1,033  | 1,100  | 1,235  | 135 12.2%                              |
| Niantic         | 625    | 625    | 629    | 4 .6%                                  |
| Oreana          | ..     | ..     | 464    | .. ..                                  |
| Forsyth         | ..     | ..     | 424    | .. ..                                  |



# MACON COUNTY

## Its Story Then and Now

Settlement of Macon County began about 1816 with the establishment of the Lorton Brothers Trading Post in Whitmore Township. Attracted by the fertility of the soil, other more permanent settlers entered the area beginning with Leonard Stevens in 1821.

Three area residents travelled to the state capital of Vandalia where they succeeded in chartering Macon County on January 19, 1829. The territory set aside had been parts of Knox, St. Clair, Madison, Edwards, Crawford, Clark, Fayette and Shelby Counties and was much larger than it is today. By 1843, Macon County had been trimmed to its present size. In 1830, the population was 1,122; today it is 118,257.

Macon County consists of 577 square miles or 369,280 acres. It is located in the upper Sangamon River Valley and farming of the fertile soil still plays a major part in the economy. In 1830, farm land was priced at \$.75 an acre, but it now averages from \$500 to \$650.

At first all county affairs were conducted by a three-man county commissioners' court. In 1849, the legislature established a county court in which a county judge and two justices of the peace handled all matters until 1860. The township form of government was adopted in November, 1859, and remains today.

From primarily an agricultural economy Macon County has changed so that almost all kinds of manufacturing are found with most heavy industry centered in the Decatur area. The county has been known for its grain processing facilities, but also contains other heavy industries, all served by several major railroads.

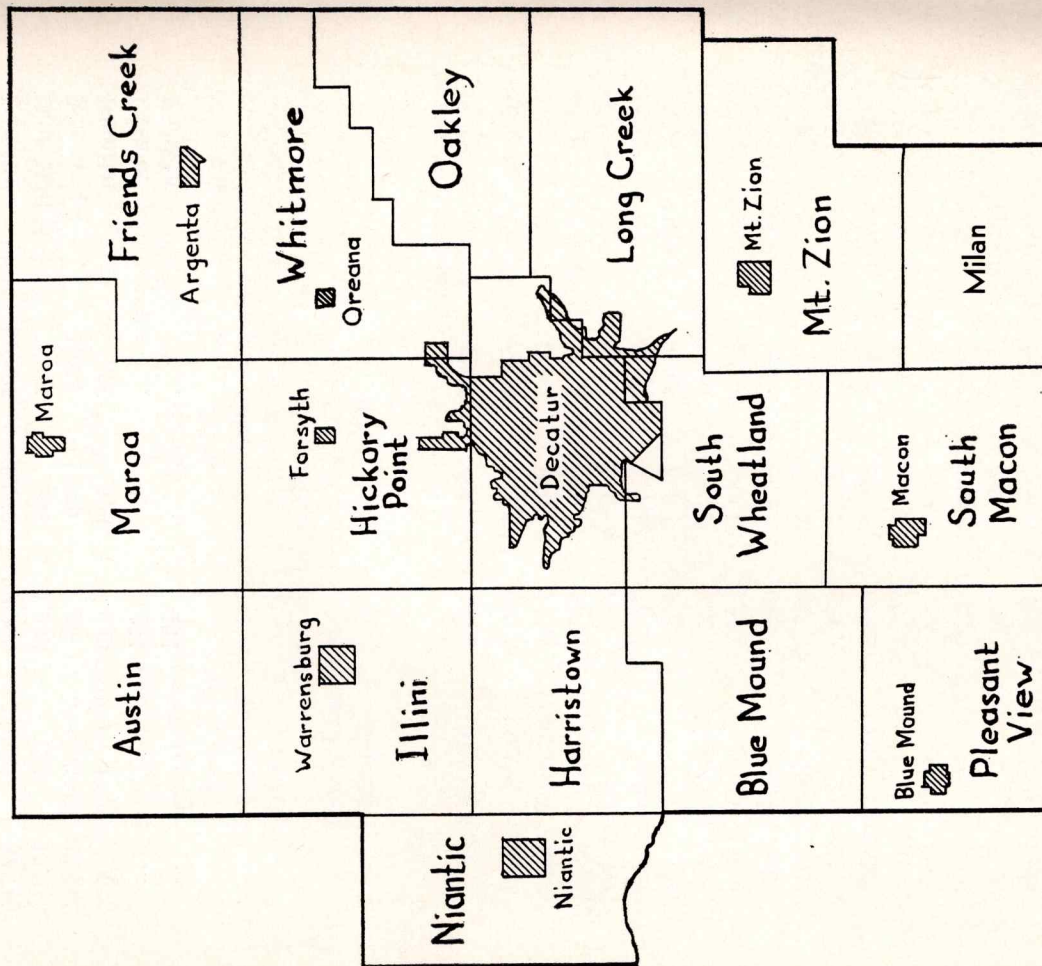
Many of the villages in Macon County were begun because of their location on rail lines. Such was true for Macon and Maroa, the only incorporated cities other than Decatur in the county. The Illinois Central Railroad platted Macon which became a city in 1879. The Associated Land Company laid out Maroa which gained city status in 1889.

In early days several villages in the county were recognized for specific accomplishments. Some of the more interesting are the following:

—Prairie City, a town laid out in 1853 by Calvin Lockhart who kept his name on the post office, but permitted the adjoining rail station to be called Long Point. The confused citizens finally renamed the area Niantic in 1894 and that name remains today.

—Mount Zion, known for the Mount Zion Male and Female Academy which at one time was the chief educational center in this part of Illinois.

Macon County  
Townships - Cities - Incorporated Villages





—Warrensburg, which became a canning center after its founding on the Pekin, Lincoln, and Decatur Railroad. The *Warrensburg Times* began publication there in 1885.

—Harristown, laid out in 1856 along a rail line and known for its beautiful cemetery and attractive homes.

## COUNTY GOVERNMENT

The **Macon County Board of Supervisors** is the governing body of Macon County. It is made up of seventeen supervisors, one from each of the seventeen townships which comprise Macon County. In addition, eighteen assistant supervisors are elected, to allow for representation of the more populous areas: sixteen from Decatur township, one from Long Creek, and one from Hickory Point. All are elected for four year terms, half each odd-numbered year. The board meets on the second Tuesday of each month. Its powers, functions, and remuneration are limited by state law and the state constitution.

Members receive per diem pay, plus a traveling allowance. The board voted at their December, 1966, meeting to raise the pay for attending board meetings from \$15 to \$25 per day, and for attending committee meetings from \$12 to \$15. Half of the members will receive the increase after the April election, 1967. The other half will receive it after the April, 1969 election. By state law, no elected official can receive a raise during his term of office.

The duties of the board of supervisors:

1. to set the policies for the county
2. to carry out state administrative functions within the county
3. to certify the tax levy for all county purposes
4. to make appropriations for all county activities
5. to care for all county-owned property
6. to select grand jurors
7. to submit lists of names from which petit jurors are drawn
8. to pass resolutions and ordinances not in conflict with state law
9. to lay out election precincts
10. to appoint some of the county administrative officers

The Macon County board of supervisors carries on much of its work through Standing Committees, composed of members of the board. These members are appointed by the chairman of the board; they may serve for three years, but the committees are appointed each April. Some of these standing committees follow:

### 1. Finance Committee

Members: 3

Duties: a. to present tentative budgets to the board of supervisors in the September meeting  
b. to purchase Compensation Insurance for the employees of Macon County  
c. to report on expenses for electricity, running the jail, holding board of supervisors meetings, etc.

### 2. Fees and Salary Committee

Members: 3

Duties: a. to approve all claims for fees, committee work, and salaries  
b. to pay all the above claims  
c. to recommend maximum reimbursement for clerks who assist county officers

### 3. Highway Committee

Members: 5

Duties: a. to supervise the expenditure of the county highway tax  
b. to recommend the permanent improvement of state aid roads  
c. to approve work on roads and bridges

### 4. Liquor and Entertainment Committee

Members: 3, with the president of the board serving as chairman

Duties: a. periodically, to inspect taverns to see if they are clean, sanitary, and abiding by the rules  
b. to issue licences, and review and issue one-day permits as they are requested

### 5. Election and Jurors Committee

Members: 3, with two representing the majority party on the board, and one the minority party

Duties: a. to draw up lists of names from which the board selects petit jurors  
b. to keep an inventory of all the county polling equipment  
c. to plan for the upkeep of the above equipment  
d. to plan for the distribution of the polling equipment

### 6. Zoning Committee

Members: 3

Duties: a. to work with the Macon County Zoning Administration and the assistant administrative officer (appointed by the superintendent of highways) to handle zoning violations in the county  
b. to be prepared to advise the board of all zoning matters and subdivision plat legislation



- c. to study the recommendations of the Macon County zoning board of appeals and advise the board of supervisors about such zoning

Besides the standing committees, the board of supervisors is aided by the work of various boards and commissions of citizens. All such boards, committees, and commissions are created by state law; unless otherwise stipulated, such members serve without pay and are appointed by the board of supervisors.

#### **Boards with Administrative Powers:**

##### **Macon County Tuberculosis Sanitarium Board of Directors**

Members: 3

- Duties:
- a. to appoint the medical director of the sanitarium
  - b. to approve the budget
  - c. to oversee the administration of the sanitarium

*The Tuberculosis Sanitarium has its own property tax rate,<sup>1</sup> which with fees paid by other counties sending patients to the sanitarium, pays the entire cost of operating the sanitarium. Besides tuberculosis patients, the sanitarium also cares for the chronically ill.*

##### **Macon County Health Board**

Members: 8

- Duties:
- a. to appoint the county health director
  - b. to approve the budget
  - c. to oversee the administration of the county health unit

*The County Health Unit has its own property tax rate.*

##### **Macon County Community Mental Health Board**

Members: 7

- Duties:
- a. to study and expand existing mental health services
  - b. to assist Progress School
  - c. to work with the Mental Health Clinic of Macon County<sup>2</sup>

*The County Mental Health Unit has its own property tax rates.*

##### **Macon County Conservation District Board**

Members: 5

<sup>1</sup> This and subsequent italicized statements about the tax rate means that a public referendum has been held to approve the levying of a special tax for the purposes specified.

<sup>2</sup> Progress School is run by the Macon County Association for Retarded Children. This Association and the Mental Health Clinic are private agencies, supported by contributions, the Illinois Department of Mental Health, and now by the Macon County Community Mental Health Board. The Adolf Meyer Zone Center serves 18 counties, including Macon, as an administrative and diagnostic center. Its aim is to advise and help local mental health boards to develop comprehensive mental health programs in their several communities. It also trains mental health personnel and conducts research in mental health services. Direct psychiatric services will be available for patients in acute condition needing hospitalization for limited periods of from 60 to 90 days. The costs of the center are paid by the state.

- Duties:
- a. to acquire by gift or purchase historic and scenic sites to insure that such areas shall be kept for public enjoyment
  - b. to maintain such sites

*The Conservation District has its own property tax rate.*

##### **Macon County Board of Review**

Members: 3 The chairman of the board of supervisors usually serves as chairman, but can appoint another member of the board of supervisors to act as chairman.

The two other members are appointed by the circuit judge. They must have had training or experience in property appraisal and property tax administration, or the equivalent thereof. At least one member must be of the party out of power. They receive per diem day.

- Duties:
- to hear appeals from individual property owners about real and personal property assessments, and to make such adjustments as seem fair

##### **Advisory Boards and Commissions**

###### **1. County Board of Appeals**

Members: 5

- Duties:
- a. To conduct hearings concerning zoning changes
  - b. to present recommendations concerning these changes to the zoning committee of the board of supervisors

###### **2. Welfare Service Committee**

Members: 15 (nominated by the board of supervisors and appointed by the Illinois Public Aid Commission to serve for three year terms)

- Duties:
- a. to meet four times yearly to consider cases of individuals who need welfare aid
  - b. to make recommendations to the Public Aid Commission

###### **3. Regional Plan Commission**

Members: 15 (seven citizens, seven members of the board of supervisors, and the superintendent of highways)

- Duties:
- a. to handle the entire county planning
  - b. to decide where certain roads should be located
  - c. to decide where schools and parks should be located
  - d. to advise the board of supervisors about their decisions

###### **4. Veterans' Assistance Commission**

Members: 16, appointed by various veterans' organizations to serve for one year



Duties: a. to appoint a paid supervisor

- b. to make recommendations to the board of supervisors concerning financial aid for indigent veterans

#### 5. County Historical Commission

Members: 4

- Duties: a. to gather and preserve old records and artifacts of Macon County  
b. to supervise the historical museum (now on the fifth floor of the County Building)

#### 6. Civil Defense Committee

Members: 3

- Duties: to work with the county sheriff, and the civil defense director and to act as coordinator between the director and the board of supervisors

#### 7. County Merit Board

Members: 3

- Duties: to consider complaints involving employees hired under the merit system

#### 8. Special County Extension Board

- Members: 7, three from the board of supervisors, and two each from the Home Economics Extension Council and the Agriculture Extension Council (as appointed by the University of Illinois)

- Duties: to prepare budgets for the agricultural and home economics cooperative extension program<sup>1</sup>

#### County Officers:

The following county officers are elected from the county as a whole for four year terms. The duties of these officers are clearly outlined by state law. They are not responsible to the board of supervisors for the conduct of their offices except as the law requires the manner and number of reports to be submitted to the board, and as the board controls salaries and money for supplies in their offices. All are full-time jobs unless otherwise indicated. Their salaries are established by state law, within minimum and maximum standards.

**County Clerk:** Salary: \$11,000. His office is a fee office, which means that the entire overhead of this office for a year must not exceed the fees he collects during the year. Any balance at the close of the year goes into the county treasury. Fees are set by state law and

<sup>1</sup> Although the University of Illinois pays the largest share of the cost of these Extension programs, various farm organizations used to support them, too. As these organizations developed their own policies, they contributed less and less to the Extension programs. So in 1964 a state law gave authority for contributions from county governments. The amount to be contributed is based on population. In Macon County, the board of supervisors can allocate to the Extension services up to \$25,000 without referendum, or up to .01 per \$100 assessed valuation, by referendum. The special extension board, after consultation with the Extension services, recommends to the finance committee of the board of supervisors the amount needed.

are collected from persons wanting a copy of any record in his office; from the sale of marriage and other licenses; from taxing districts for the cost of extending their tax levies; and from per diem fees of the clerk for attendance on the county board meetings.

Number of employees in his office: 14

- Duties: a. to act as clerk for the board of supervisors and as such to keep the minutes of all meetings, and a record of all transactions in which the board engages  
b. to approve and keep record of all orders upon the county treasurer  
c. to act as registrar of all births, marriages, deaths and business partnerships in the county  
d. to serve as tax extender upon all real and personal property for all taxing districts in the county  
e. to act as chief election officer of the county in charge of the voters' registration office and of all duties pertaining to the conduct of elections,—county, state and federal  
f. to process all food licenses of the health department

**County Treasurer:** Salary \$11,000. This is also a fee office; fees are collected from other taxing districts for the cost of collecting and distributing to them their share of the tax monies.

Number of employees: 18

- Duties: a. to act as treasurer for the county  
b. to act as collector of all real and personal property taxes in the county

He receives, keeps and disburses all county revenues and other funds which have been authorized by law to be paid to him; he keeps a separate account of each fund to show at all times the cash balance; and he compiles a complete report of each fund every six months for the board of supervisors.

According to our constitution, the treasurer cannot succeed himself in office.

**County Recorder of Deeds:** Salary \$10,000. This is also a fee office; the cost of recording documents is paid by the fees charged individuals needing the service

Number of employees: 6

- Duties: to record documents: real estate deeds and mortgages, incorporation and dissolution of corporations, development plats, chattel mortgages, separation papers (military discharges), such liens as federal income and withholding, mechanics, state retailer's occupation and unemployment compensation.

Documents are filed two ways: 1. if a duplicate is sent with the original, it is properly marked to indicate that the original is filed, before the duplicate is returned to the owner; and 2. if the owner wishes the original returned to him, it is photostated, and the photostat filed in the recorder's office.



Documents are cross indexed (1) under the grantor, (2) under the grantee, and (3) under the legal description of the property. Originally, of course, all documents were recorded by hand in large ledgers. About 1912, the typewriter came into general use for such recording. In 1941, the county purchased a photostating machine, and now microfilming equipment is used. All records since the County of Macon was formed in 1829 are intact. The films now used are stored in Springfield, and in an eastern mountain vault as well.

**County Auditor** Salary: \$10,000. This is not a fee office.

Number of employees: 3

- Duties:
- a. to approve all county requisitions and orders
  - b. to audit all claims and to recommend payment or rejection
  - c. to keep a record of all contracts entered into by the county and by county officials
  - d. to assist the finance committee of the board of supervisors in setting up the budget
  - e. to report quarterly to the board
  - f. to post-audit all county departments
  - g. to act as the centralized purchasing agent for office supplies
  - h. to act as the authorized agent for the county's Illinois Municipal Retirement Fund

Other elected officials are discussed elsewhere.

County Superintendent of Schools (see Our Public Schools)

States Attorney, Sheriff, Coroner, Circuit Clerk (see the Courts)

The following county officers are appointed by the board of supervisors:

**Superintendent of Highways:** Term: 6 years; appointed by the board with the approval of the state department of Public Works and Buildings

Salary: \$13,000

Number employed by his office: 32

- Duties:
- a. to prepare maps, plans, specifications, and estimates of costs for the maintenance and construction of all county highways and bridges
  - b. to advise and supervise the township highway commissioners
  - c. to keep records of such construction
  - d. to act for the county in undertaking joint road and bridge construction with other taxing districts
  - e. to represent the county on the regional planning commission

**Supervisor of Assessments:** Term: 4 years; appointed from the top three persons who have passed a written examination and have been certified as acceptable by the state department of revenue. The incumbent is excepted from re-examination.

Salary: \$11,000

Number of employees: 11

- Duties:
- a. to prepare and maintain in accordance with rules and procedures set by the revenue department, tax maps, up-to-date lists of property owners, and property record cards for all real estate in the county, provided that he shall not duplicate the work of any full-time township assessor
  - b. to serve as clerk for the board of review
  - c. to supervise the 17 township assessors, as advisor only, except that he and the board of review have the power (in quadrennial years) to impose a state-set multiplier on any township in which they believe the assessor has underassessed the property

#### **Civil Defense Director:**

Salary: \$4,520

- Duties:
- a. to organize volunteers into a civil defense program that will provide for the safety of all individuals in the county in the event of enemy attack
  - b. to summon his organization to aid the government, in any natural disaster

#### **County Physician**

Salary: this is not a full time job and there is no set fee for his services

- Duties:
- to attend patients in the county jail, when called by the sheriff

#### **County Health Director**

Salary: at present there is an acting director, receiving \$11,000

Number employed: 14

Duties: three divisions:

- Public Health Nursing (one public health nurse, 4 assistants)
  - a. to look after quarantines
  - b. to administer certain types of immunizations
  - c. to keep a check on public disease

##### **Sanitation**

- a. to inspect restaurants, public restrooms
- b. to inspect the handling of food and milk by wholesalers and retailers

Laboratory (one bacteriologist, several clinicians and lab helpers)

- a. to chemically analyze milk, and water
- b. to test for certain types of diseases

The former office of Veterinarian has been abolished. With the virtual elimination of tuberculosis in cattle, and the sharply reduced incidence of brucellosis, Macon County now has a Chief Rabies Inspector only, who serves (and is paid) on call. Further services in this area use the State Veterinarian.



## THE COURTS

I. Macon County is in the 6th Judicial Circuit, which also includes Moultrie, Piatt, DeWitt, Champaign and Douglas.

The **circuit court** is a court of record and original jurisdiction, which means that it must be the starting place for any civil or criminal trial.

There are 4 circuit judges, and 8 associate judges, with 2 each elected from Champaign and Macon Counties, and one from each of the others.

The judges are nominated by party convention and are elected at general election. They may run for re-election on the sole question as to whether they shall be retained in office, on a separate ballot, with no party designation.

Circuit judges run for election in all 6 counties; associate judges run only in their own county.

Qualifications: A judge must be a citizen and a licensed attorney.

Term of Office: 6 years

Mandatory retirement at the age of 70

Salary: The 4 circuit judges receive \$20,000, which is paid by the state.

The 8 associate judges receive \$17,500 from the state; in addition, Macon County (like many other counties) pays each of its 2 associate judges \$1500.

The circuit and associate judges elect one of the full circuit judges for chief judge: he lays down rules for the circuit and makes various appointments.

Among other appointments, he appoints 9 magistrates in the 6th circuit, who hear cases of limited jurisdiction. Each magistrate receives a salary of \$10,000 from the state.

All judgeships and magistrates are full time salaried positions.

II. Macon County is in the 4th Judicial District for the **Appellate and Supreme Courts**.

The 4th Judicial Districts includes 30 counties, running across the center of the state. This district elects 3 appellate court judges, and one supreme court judge, each for a term of 10 years.

The election rules for circuit judges apply here, too.

Salary: Appellate court judges receive a salary of \$25,000 and Supreme court judges \$37,500, all paid by the state

Cases may be appealed to the supreme court as a matter of right when they involve revenue, a question under the constitution of the United States or of Illinois, or habeas corpus, and by the defendant from sentence in capital cases, and in such other cases as provided by the rules of the supreme court. All other appeals go directly to the appellate court.

Master in Chancery formerly appointed by the Circuit Court has been abolished under the new Judicial Article. The Master in Chancery held hearings and reported to the Circuit Judge when so directed.

III. **The State's Attorney.** He is elected by the county for a 4-year term

Salary: at present \$13,500, to be increased to \$18,500 in 1968. This is a salaried position, but he is not prohibited from private practice.

Assistants: The state's attorney appoints his own assistants, but their number and salary are determined by the County Board.

Duties: a. to commence and prosecute all actions, suits, indictments and prosecutions, civil and criminal, in which the people of the state or the county of Macon are concerned

b. to present matters to the grand jury

c. to act as legal advisor for the county board of supervisors and all county officers in their official capacity

d. to assist the Attorney General of the state when his assistance is asked

He is **not** the free lawyer for the public.

IV. **The Public Defender**

He is appointed by the chief judge of the circuit court. Macon County also has an assistant public defender, appointed by the chief judge, with the approval of the public defender.

Salary: \$6,200; the assistant defender, \$4,600

Duties: to serve as attorney, paid by the county, for indigent defendants charged with crimes, except those punishable by fine only

V. **Sheriff**

He is elected by the county for four years and cannot succeed himself

Salary: \$11,000

Duties: a. to enforce all laws as the chief police officer for the county

b. to serve all legal papers, such as warrants, subpoenas, decrees, etc., for the circuit court

c. to act as custodian of the county courthouse and jail

d. to assume responsibility for the maintenance of the county building

As of December 13, 1966, the merit system will be in effect; under this system, the sheriff will not be able to discharge personnel (after a probationary period) unless he files charges with the merit board.



## VI. Circuit Clerk

He is elected by the county for four years.

Salary: \$10,000 This is a fee office.

Duties:

- a. to handle clerical work of the circuit court
- b. to be responsible for petit jurors and grand jurors
- c. to collect fees for cases filed in the office under chancery, law, criminal, probate, traffic, juvenile, small claims, drainage, and delinquent taxes. Under this last, for example, the attorney for the person delinquent in his personal property taxes files the case with the circuit clerk; after the cases has been decided by the court, the person pays court costs to the circuit clerk.

## VII. County Coroner

He is elected by the county for four years.

Salary: \$10,000 This is also a fee office.

Duties: to determine by inquest, inquiry, or autopsy the cause of death

- a. in all cases of sudden or violent death
- b. all cases d.o.a., unless a doctor has seen the patient within 72 hours of the death

### *Where the money comes from*

County money is received from property taxes, motor fuel allotments, fees, fines, paying patients in the sanitarium, refunds from both the state and federal governments for the care of dependent children and prisoners, for health services, from building rentals, etc.

There is no total county budget or financial report for any given fiscal period that shows all the revenue received and expended by the county. Motor fuel tax allotments, for instance, are not shown in the county budget, but are audited by the state Department of Public Works and Buildings, not the county auditor. The following table shows some of the varying fiscal years which state law sets for different county functions:

| County function                | Fiscal year            |
|--------------------------------|------------------------|
| Board of Supervisors.....      | September 1—August 31  |
| Fee Offices .....              | December 1—November 30 |
| Tuberculosis Sanitarium.....   | April 1—May 31         |
| Motor Fuel Tax Allotments..... | January 1—December 31  |

Because of the wide variation in fiscal years, only an estimate can be made of the total amount of revenue received in any given period.

### *How the money is spent*

By state law, the county sets up a considerable number of funds, each of which is used for separate purposes. The figures in parentheses below show what was spent in each fund for 1965-1966.

## General Corporate Fund (\$588,764.33)

This fund makes up approximately 22% of the total county budget. About half is used in running the circuit court and the law enforcement division by paying for the county sheriff and his office, for the probation officer, and for juvenile detention.

The other half of the general corporate fund is used as follows:

1. Paying salaries (except those for which there is a separate tax levy)
2. Paying general office expenses
3. Maintaining the County Building
4. Conducting elections
5. Paying voter registration costs
6. Supplying emergency relief to indigent veterans and their families
7. Maintaining the offices of the County Superintendent of Schools
8. Paying the Supervisor of Assessments
9. Paying for the maintenance and care of the wards of the court
10. Paying the costs accrued when such committees meet as the zoning board of appeals and the board of review

## County Officers Account (\$587,828.24)

This account takes care of such expenses as gas, oil, tires, stamps, office supplies, maintenance of office equipment, etc. The account gets its funds from the fees collected by the offices of the circuit clerk, the county clerk, treasurer, sheriff, coroner, etc. The above offices are required by statute to turn in all their excess fees every six months so that their books show a balance of zero. The excess fees are given to the treasurer who transfers them to the general corporate account.

## County Highway Fund (\$241,570.15) and Special Bridge Fund (\$26,195.24)

These funds are used for the construction and maintenance of county highways, and bridges.

Motor fuel tax allotments from the state are also used for this purpose. Such allotments are earmarked, and may be used only for the purposes specified in state law. Whenever a project involves the expenditure of county or township motor fuel tax allotments, all preparation and actual construction is approved, inspected, and audited by the Illinois department of public works and buildings. If the project involves a bridge requiring a waterway opening of 300 square feet or more, approval must also be secured from the division of waterways within the department. All motor fuel tax allotments for county and townships are paid by the state to the county treasurer who is required by law to maintain them in a separate fund.

## Macon County Tuberculosis Sanitarium Fund (\$191,900.00)

The tax rate, and revenue collected for patients sent from and



paid for by other counties, are the sources for this fund. The money is expended for the care of patients, and the administration of the sanitarium.

#### **Dependent, Neglected, and Delinquent Children Fund (\$116,667.49)**

This money, in addition to the amounts appropriated by the county from the general corporate fund, comes from the state, and from relatives of the children concerned. It supports wards of the county, whether they are in institutions, or in private homes.

#### **Illinois Retirement Fund (\$63,912.28)**

This is a pension fund for all eligible county employees. Money comes from three sources:

1. Social security and withholding payments of the employees
2. Employees' contributions
3. The county fund, matching the contributions of its workers

#### **Civil Defense Fund (\$413,832.30)**

The federal government matches the funds the county pays for civil defense, so that one half of what the county pays is reimbursed by federal funds.

#### **Macon County Health Fund (\$171,003.33)**

The tax rate pays for such expenses as maintaining the health building, paying salaries, office supplies, and maintaining a well-child clinic.

#### **Federal Aid Matching Fund (\$80,704.49)**

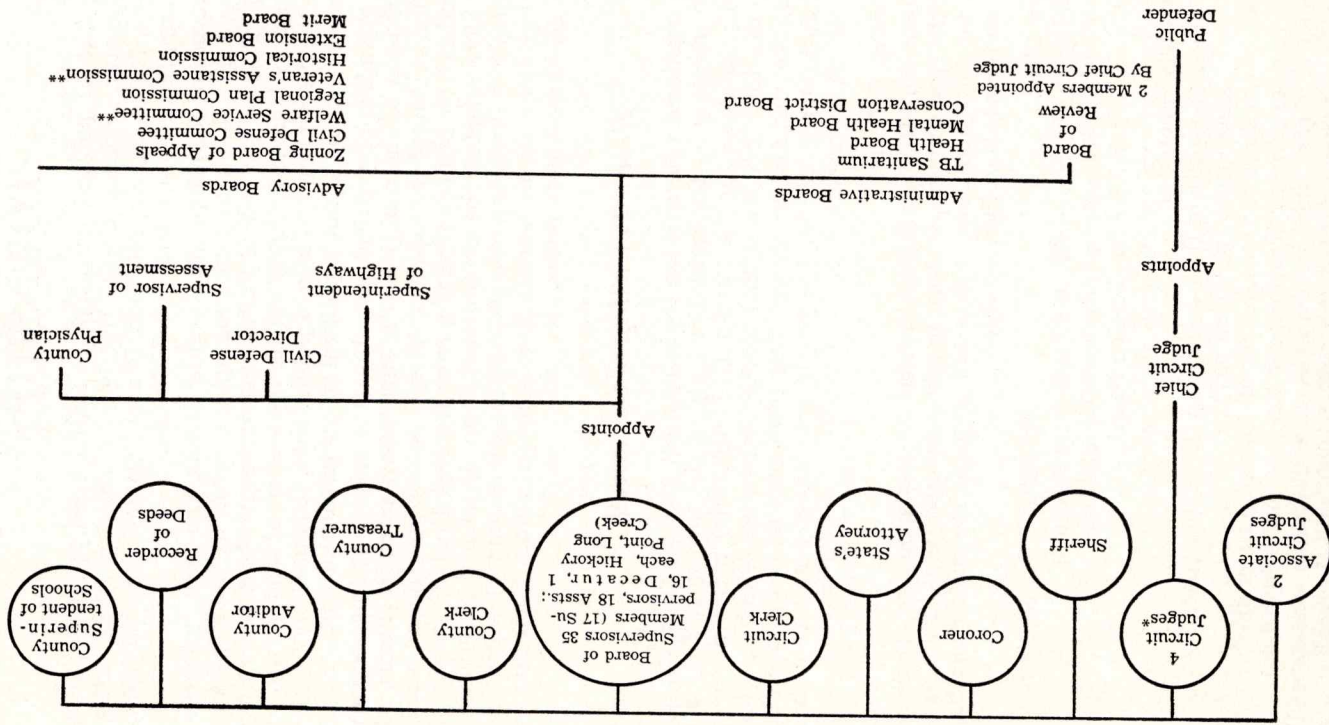
The federal government provides funds which are added to the county funds for building and maintaining primary and secondary roads. These federal funds are not directly received by the county. After a road has been built and inspected, the bill is submitted to the federal government. The government sends its percentage, which is matched by the county, directly to the contractor.

Beginning in 1967, there will be separate funds for the Macon County Community Mental Health, and the Macon County Conservation District, which will operate similarly to the Tuberculosis Sanitarium Fund.

With the dropping of the office of Veterinarian, the county will set up a rabies control fund.

When you receive your tax bill, you will find a rate sheet enclosed, which gives the rate for the various units of government in Macon County. The county levies a separate tax for most of the funds listed above. The county directly controls the general corporate fund, the county highway fund, the special bridge fund, within statutory limits, etc. But it has little control over the Macon County Health, the Tuberculosis Sanitarium, the Macon County Community Health, and the Macon County Conservation District funds. It does approve the tax rates and it keeps a record of the receipts and expenditures for these last four agencies. But they are largely independent.

## MACON COUNTY VOTERS ELECT



\* Sixth Judicial District: Macon, Moultrie, Platte, Douglas, Champaign and DeWitt Counties.  
 \*\* Only Nominated by Board of Supervisors.



# TOWNSHIPS

There are 17 political townships in Macon County; Austin, Blue Mound, Decatur, Friends Creek, Harristown, Hickory Point, Illini, Long Creek, Maroa, Milam, Mt. Zion, Niantic, Oakley, Pleasant View, South Macon, South Wheatland, and Whitmore.

Two types of townships are found in Illinois. The term, "congressional township" refers to that geographical area, six miles square, laid out in 1785 by the United States government, without regard for state or county boundaries, as a unit in the system of land survey, to facilitate the description and sale of public lands. It is used only to describe real estate, and is not a political or governmental unit.

The organized or political township (the subject of this section) is a subdivision of the county and is subordinate to it. In Illinois, 84 counties have retained the township form of county government which was established by people migrating from the New England states; 17 counties have adopted the commission form of county government (with a board of three men elected from the whole county) which was brought into the state by settlers from southern states. Cook County has some features of both forms.

## How a Township is Governed

The registered voters of the township meet once a year in the annual town meeting as the legislative body of the township. They set rules and regulations for the township, in conformity with state law; they approve town tax levies, and thereby determine town tax rates, except for the road and bridge tax. This town meeting is a democratic form of government in that the people vote directly rather than through elected representatives.

### Township Officers

Township officers are elected from the township as a whole on the first Tuesday in April in odd-numbered years. They serve for four years, either on a full or part-time basis depending on the needs of the township.

#### Town Clerk

(Decatur Twp. \$9,000)

Duties: to keep records for all township functions to serve on the town board of auditors to serve on the election board

#### Township Supervisor

Duties: to represent the township on the county board of supervisors (per diem pay) to serve as treasurer for all township functions to serve as treasurer for the road and bridge fund (as such he receives a commission on expenditures: 2% of the first \$5,000, and decreasing percentages thereafter)

to administer the general assistance fund (Decatur Twp. \$9,000)

As noted in the discussion of the county board of supervisors earlier in this book, larger townships elect assistant supervisors, whose function is to furnish additional representation for such townships on the county board of supervisors. They have no further township duties.

#### Town Assessor

(Decatur Twp. \$9,000)

Duties: to assess all property within the township for tax purposes, except railroads and service corporations for railroads, which are assessed by the state department of revenue.

#### Town Highway Commissioner

(Decatur Twp. \$1,800)

Duties: to oversee the construction and maintenance of all public roads and bridges outside incorporated areas, that are not specifically designated as county, state, or federal highways. In Decatur Township about 20 miles of road are involved. In other townships in Macon County, the figure is as high as 85 miles. to prepare a highway budget and appropriation ordinance for presentation to the annual meeting.

In Decatur Township, the actual work on roads is done on contract, so that the highway commissioner is a general administrator.

#### Town Cemetery Trustees

(3) (Decatur Twp. \$50 per year)

Duties: to supervise and maintain cemeteries under township jurisdiction.

Two boards, as authorized by state law, have been created to perform specific township duties:

#### The Board of Town Auditors

(Decatur Twp. \$10 per meeting)

Members: the town clerk, town supervisor and three elected members.

Duties: to inspect and approve payments for all township functions.

to make a monthly audit of the township's books to designate a bank for depositing township money to draw up a proposed budget and appropriation ordinance for presentation at the annual meeting, except that the town meeting may designate particular officers for this last responsibility

#### Election Board

Members: the town clerk, town supervisor and town assessor Duties: to canvass township elections and certify the results



### *Where the money comes from*

Township property tax: the levy is determined by the voters at the annual town meeting, based on a tentative budget and appropriation ordinance. In fiscal 1965-1966, \$415,482.87 came from the township property tax in Decatur Township.

Road and Bridge Tax: In addition to the property tax mentioned above, state law gives the township highway commissioner the right to levy, without referendum, up to .165 per \$100 of assessed value to pay for roads and bridges. (The town meeting, thus, does not control this tax.) The levy is subject to the approval of the county board of supervisors. Additional amounts may be levied by referendum. When a township contains a municipality, or part of a municipality, half of the amount of the levy derived from property within the municipality is retained by the city or village for its streets, and the other half is used by the highway commissioner for township roads. (Thus, the city of Decatur keeps half of the money raised by the road and bridge tax on property within the city limits, although city taxpayers pay a much larger share of the money collected.) In fiscal 1965-66, Decatur township received \$94,605.58 from the Road and Bridge tax.

Motor Fuel Tax: If the road and bridge tax is at least .08 per \$100 of assessed valuation, the township is eligible for receipt of state motor fuel tax funds. The amount is based on the township mileage. The township does not receive the state money allotted, until the Illinois department of public works and buildings has approved plans for the proposed road and bridge construction. Decatur township does not receive motor fuel tax money because it levies less than the minimum rate.

Illinois Department of Public Aid: To be eligible for state money for general assistance, a township must designate at least .10 per \$100 assessed valuation of the money raised from the property tax for poor relief. The state will then provide additional funds as necessary for general assistance. In 1965-1966 the state contributed \$415,763.00 for this purpose to Decatur Township.

### *How the money is spent*

General Town Fund: This money is used for the maintenance of township offices, salaries of township officers, and maintenance of township cemeteries and the dog pound. In addition the township's share for the municipal retirement fund for its employees (\$15,916.40 in 1965-66) is part of the general town fund. In 1965-66 \$139,893.00 was spent in Decatur Township.

General Assistance Fund: This fund is used by the township general assistance office to provide emergency care for needy persons not qualifying for other assistance. Decatur township hires caseworkers to assist the county supervisor in this function. In Decatur township in 1965, \$664,201.43 was used.

Road and Bridge Fund: As explained above, this fund provides

for the construction, maintenance and marking of township roads. In 1965-66, \$138,358.85 was spent from this fund in Decatur Township.

### *Assessments of Real and Personal Property*

In counties under the township form of county government, the assessment procedure is primarily a township function. In Macon County, we elect seventeen township assessors, one in each township. All are part-time, and paid on a per diem basis with the exception of the assessor for Decatur Township who is full-time, maintains an office in the county building and hires five full-time deputy assessors.

The assessor is responsible for re-appraising all real property in his township once every four years—the quadrennial year, the next one of which will be 1967 in Macon County. (The one exception is railroad and railroad service corporation property which is assessed by the state department of revenue.) The assessor re-appraises personal property every year. In Decatur Township, he hires part-time personal property deputy assessors each year.

By state law, the assessor is required to re-appraise personal property from April 1 to June 1, and real property from January 1 to June 1. In heavily populated townships the time allowed is not sufficient and the state department of revenue almost always has to grant additional time to complete the job.

Having determined and recorded the assessed value of all property in his township for tax purposes, the township assessor turns his assessment ledgers over to the county clerk who sends them on to the supervisor of assessments and the board of review. (The supervisor of assessments and the board of review are discussed briefly in the section on county government earlier in this book.) In Macon County, the board customarily meets the second Monday in June. Property owners have twenty days from the date of publication of their assessed value to register their protests, and the board of review is then allowed to review such complaints until December 31 (unless a time extension is granted beyond that date). If the board of review and the supervisor of assessments believe any township assessor within the county has assessed property too low in relation to the selling price, they have the power to place a multiplier on that township.<sup>1</sup>

Upon completion of its work, the board of review returns the assessment ledgers to the county clerk who, within thirty days after receiving the books, sends an abstract of the assessment of property in the county to the state department of revenue. In quadrennial years the department sends field representatives into each county to determine the relationship of the assessed value to the selling price of property. The field representatives examine property sold during the immediate three year period. If the department finds the relationship to be below the state average, it sends back to the county clerk the county's equalization factor (assessment ratio). The county has

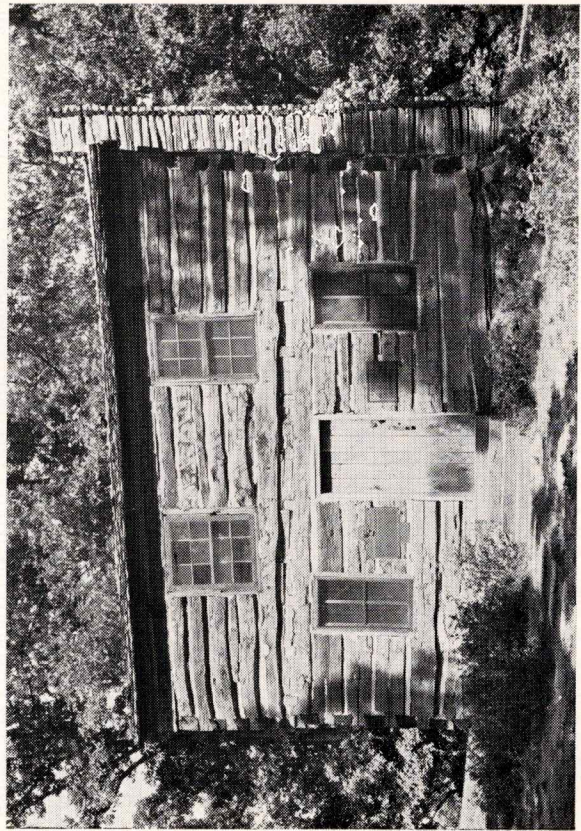
<sup>1</sup> For explanation of multiplier, equalization factor, and assessment ratio, see glossary at the end of the book.



thirty days in which to increase the assessed valuation by the percentage necessary to bring it up to the state average in order to receive a multiplier of one, or to show cause for protesting a multiplier of more than one. If the county does not increase its assessed valuation within the time limit, or prove its case, the department forwards to the county clerk a multiplier that will increase the assessed value of all the property within the county. The multiplier remains the same until the next quadrennial year, and is applied against both real and personal property. In the quadrennial year 1963, Macon County received a multiplier of 1.1087 which cannot be changed (unless the law is amended) until the next quadrennial year—1967.

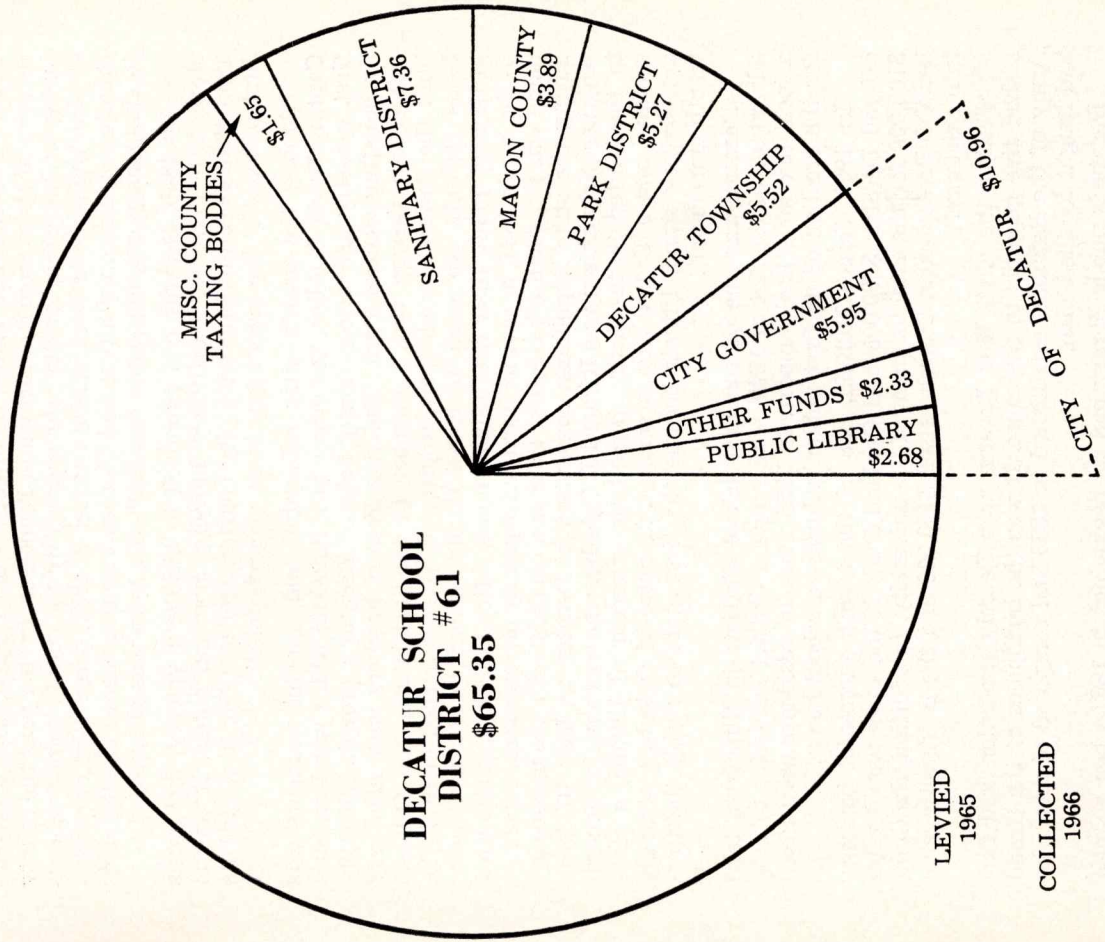
Upon receipt of the multiplier, the tax extender in the county clerk's office determines the tax rate for each taxing district by dividing the tax levy for the district by the equalized total assessed value of the district. The tax rate is then applied against each equalized individual property to determine the amount of taxes to be paid by the property owner.

The county collector (county treasurer) sends two bills to each property owner on or before May 1. Real property taxes are payable to his office in two installments: the first due June 1, and the second on September 1. Personal property is payable in one installment due June 1. There is a penalty of one percent per month imposed upon delinquent tax payers.



# CITY OF DECATUR PROPERTY TAX DOLLAR

PER \$100 OF TAXES PAID



LEVIED  
1965

COLLECTED  
1966



# THE CITY OF DECATUR

## *Its Story Then and Now*

In 1829, the pretty prairie village of Decatur had seven cabins, two stores, a court house, and a number of very hardy pioneer families in town and in the surrounding area. They had come from all the eastern and southern states, or directly from Ireland, with a preponderance of them from Kentucky and Tennessee. In that year the county surveyor, Benjamin Austin, was ordered by the county commissioners to plan the town of Decatur. On October 8, 1831, three men, Parnesius Smallwood, Easton Whitton and Charles Prentice deeded twenty acres to the county commissioners on which the town was planned.

By 1840, Decatur had expanded to include a grocery, dry goods store, two churches, a distillery, harness shop and hotels. It was in 1855 that Decatur obtained a city charter, and in 1856, it elected its first officers in the aldermanic form of government.

Among the town's early influential and colorful residents was Captain David B. Allen, the owner of a lime-kiln which was Decatur's first industry and whose family boosted Decatur's growth culturally by donating Central Park. The five Powers brothers were also very influential; George was a member of the legislature, and Orlando built the Powers Grand Opera House and, after it burned in 1914, the Hotel Orlando. Abraham Lincoln's family resided in Macon County, in Hickory Point, their first Illinois home. After Lincoln was admitted to the bar in 1837, he was in Decatur frequently on law cases. Lincoln's name was put forth for the first time as a candidate for the presidency during the state Republican convention in Decatur on May 10, 1860. Another early citizen was Richard J. Oglesby, who was a major-general in the United States Army, three-time governor of Illinois, a state senator, and a United States senator. Because of Oglesby's strongly anti-slavery stand, Illinois became the first state to ratify the thirteenth amendment.

Decatur was one of the first school districts in Illinois to take advantage of the Act of 1849, which gave a district authority to vote a local tax for school support. In 1855, Decatur residents were taxed for the erection of its first public building—a school house.

In 1900, James Millikin, one of the town's successful bankers, offered Decatur \$200,000 and Oakland Park if the town would raise \$100,000 for the establishment of the university. In addition, the Cumberland Presbyterian Church raised \$100,000 and the university came into existence.

During the Civil War Decatur was fiercely pro-union and furnished five generals to the cause. It was the birthplace of the Grand Army of the Republic, established in 1866 and composed of men who had fought for the Union.

Decatur's public library had its beginnings in 1867 when a small group of dedicated women decided that Decatur needed such an insti-

tution. It was supported privately until 1875 when it became public; it received a Carnegie grant in 1900 to put up the present building. The 1870's ushered in public service in Decatur. Waterworks and the fire department, street car service, new railroads, St. Mary's Hospital, and telephone service all were initiated. Decatur had its first sight of an electric light in 1880 and established its first electric plant in 1883.

In the period 1880-90, the city started to step out of the country mud and began paving city streets and sidewalks, and by late 1890, main sewers were installed.

In 1911, Decatur changed to a commission form of government which remained in effect until 1959, when the council-manager form was voted in.

The dam which formed fourteen-mile-long and half-mile-wide Lake Decatur out of the Sangamon River, took three years to build and was completed in 1923. Improvements and additions to this project have continued, including current plans connected with the Oakley Dam project, north of Lake Decatur.



# THE CITY OF DECATUR

## How It Is Governed

The City Council and Mayor are the legislative arm of city government. The Decatur City Council and mayor are elected by the city at large in a non-partisan election. The jobs are part-time and extend for four years. The terms of the city councilmen are staggered so that only one half of the six members are elected at one time. The mayor receives \$1920 per year, while the councilmen receive \$960 per year apiece. The council meets every Monday night at the city council chambers, and is responsible only to the citizens of Decatur.

### Duties:

- to enact city ordinances
- to set the budget
- to vote appropriations
- to certify tax levies for all city functions
- to approve expenditures
- to grant contracts
- to select judges for city elections
- to appoint city clerk and city treasurer
- to appoint members to various boards and commissions
- to hire the city manager

The mayor and city council are aided in their duties by various boards, committees, and commissions. Unless otherwise indicated the members are appointed by the mayor with the approval of the city council and serve without pay.

### 1. Decatur Housing Authority

Members: 5

Term of Office: 6-year staggered terms

Meeting: 1st and 3rd Tuesday of the month, 4 p.m., Longview Administration Bldg.

### Duties:

- to maintain and manage Longview, a low-rent residential unit
- to pay local government 10% of net rentals in lieu of property tax
- to hire a director as executive administrator
- to undertake studies for other projects

### 2. Decatur Public Library Board

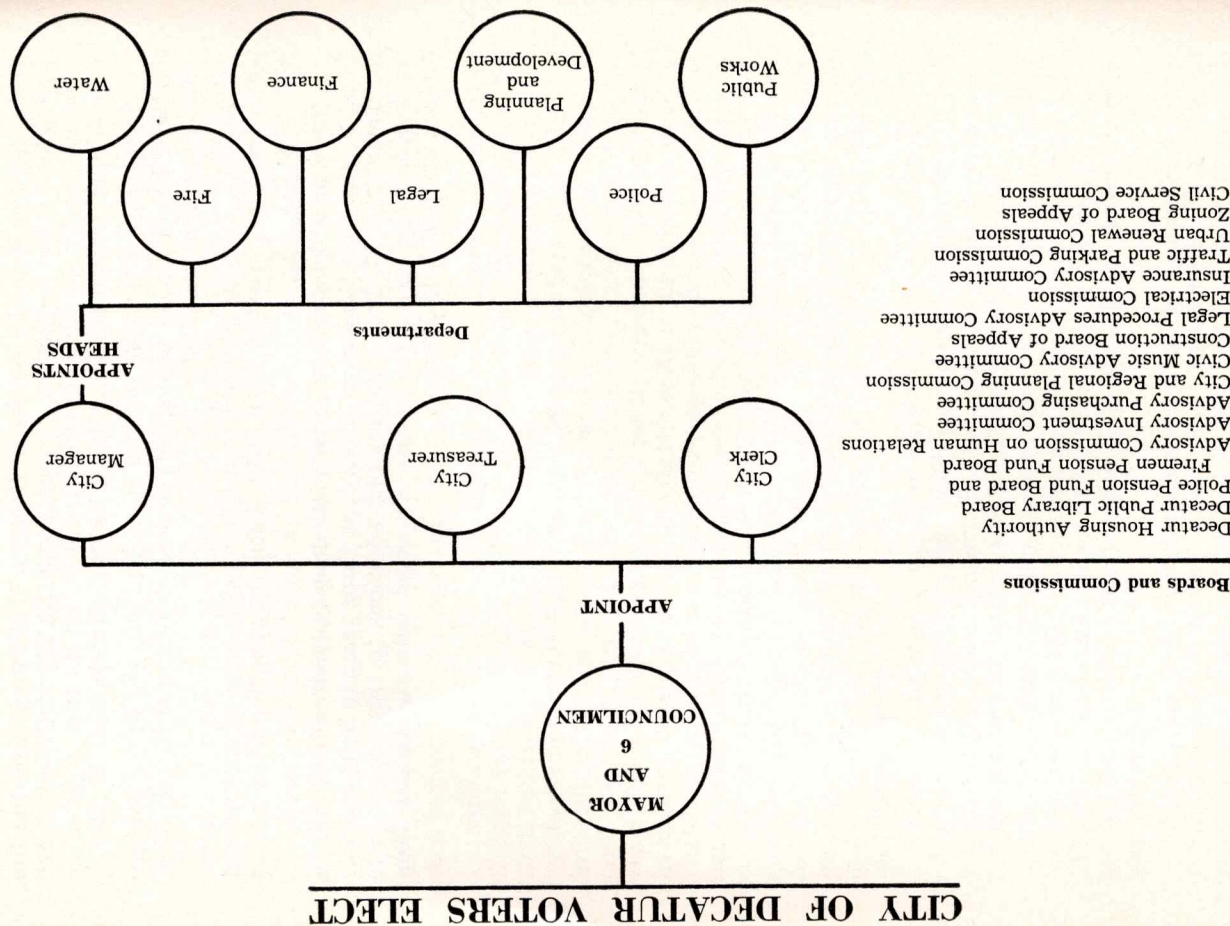
Members: 9

Term of Office: 3-year staggered terms

Meeting: Last Friday of the month, 3:45 p.m., Decatur Public Library

### Duties:

- to submit library budget to the city council





#### 14. Urban Renewal Commission

Members: 10

Term of office: 2-year staggered terms

Meeting: 3rd Wednesday of the month, 4 p.m., city council chambers

Duties:

- a. to work with citizens' groups to seek advice and suggestions on urban renewal programs
- b. to advise council on administration of and need for additional projects

#### 15. Zoning Board of Appeals

Members: 7

Term of office: 5-year staggered terms

Meetings: 2nd Tuesday of the month, 4 p.m., city council chambers

Duties: to conduct hearings on requests for exceptions to zoning ordinances

#### 16. Civil Service Commission

Members: 3

Term of office: 3-year, staggered terms

Salary: \$1.00 per year

Meeting: on call at least once a month, Municipal Center

Duties:

- a. to maintain job classifications for all city positions
- b. to maintain all employee records
- c. to hold hearings on request of employees against whom charges have been brought
- d. to determine action on retention, suspension, demotion, and dismissal
- e. to appoint a secretary with these duties:
  - 1.) to establish agenda for meetings
  - 2.) to conduct written examinations
  - 3.) to place written notice of job openings as required by state law
  - 4.) to prepare annual report for approval by commission before release to council

#### CITY OFFICIALS

The **city manager** is the administrative head of the city government; he is hired by the council and is responsible to it. His present salary is \$20,700. All city departments are under his immediate jurisdiction; he is responsible for aiding the council in setting city policies by submitting facts and figures, conducting studies, making recommendations and formulating the budget. He has the power to appoint and dismiss all department heads and for seeing that all policies set by council are properly interpreted and carried out. Under the city manager, the city is divided into eight departments.

#### 1. Finance Department

Duties:

- a. to be responsible for the proper accounting of all city income and expenditures at all times
- b. to submit monthly expenditures by budgeted departments to the city council
- c. to invest city funds
- d. to supervise and manage financial affairs of the city

Officials:

##### a. City Clerk

Term: 4 years

Salary: \$5884.06<sup>1</sup>

Duties:

- 1.) to be in charge of all city papers and records pertaining to the issuing of bids and the granting of contracts, city ordinances, and council correspondence
- 2.) to organize city elections

##### b. City Treasurer

Term: 4 years

Salary: \$8,753.94<sup>1</sup>

Duties:

- 1.) to be custodian of all city funds, banking in accordance with city policies and state laws
- 2.) to keep a record of all items of income and expenditures
- 3.) to be responsible for issuing payment drafts approved by the city council upon the order of the comptroller for the payment of city bills
- 4.) to receive traffic violation fines and parking meter collections
- 5.) to have custody of all securities and investments

##### c. Purchasing Agent

Term: indefinite (Civil Service Position)

Salary: \$8531.90<sup>1</sup>

Duties:

- 1.) to be responsible for securing prices, submitting bids to dealers, making bulk purchases for all city departments, and handling and controlling inventories of supplies

#### 2. Legal Department

Director: Same individual who is the **corporation counsel**

Salary: \$14,000

<sup>1</sup> Salary is adjusted to the cost of living index.



**Duties:**

- a. to be the city's legal counsel
- b. to direct the legal department
- c. to be responsible for advising city council and city officials
- d. to formulate city ordinances and prosecute violations of same
- e. to represent the city in any legal action
- f. to enforce and collect all judgment, orders, and decrees entered in favor of the city
- g. to approve all contracts, leases and other documents involving the city
- h. to handle all legal matters pertaining to special assessments and condemnation proceedings

**3. Fire Department**

Director: **Fire Chief**

Salary: \$11,000

**Duties:**

- a. to handle all functions pertaining to fire fighting
- b. to maintain all fire equipment

**4. Police Department**

Director: **Chief of police**

Salary: \$12,750

**Duties:**

- a. to be responsible for law enforcement within the city limits. Three bureaus: Investigation, Patrol and Services, and Administrative Services
- b. to patrol the lake
- c. to handle civil defense functions for the city

**5. Public Works Department**

Director: **City Manager**

**Divisions:**

- a. Streets and Sewers  
Superintendent (civil service appointment)

Salary: \$9,688.90<sup>1</sup>

**Duties:**

- 1.) to be in charge of maintaining, repairing, and cleaning all city streets and sewers
- 2.) to be responsible for clearing boulevards and city property of dead trees and snow
- 3.) to handle installing and repairing of all traffic signs and parking meters

b. Engineering

City Engineer (civil service appointment)

Salary: \$11,965<sup>1</sup>

<sup>1</sup> Salary adjusted to cost of living index.

**Duties:**

- a. to survey for new streets and for improvements to existing areas
- b. to plan and survey for water and sewer mains and for traffic control
- c. to serve as chief and consulting engineer for all city departments

**6. Water Department**

Director: **Director of Water Dept.**

Salary: \$11,250

**Divisions:**

- a. First is responsible for the proper maintenance of the treatment and pumping plant and the treatment of water
- b. Second is responsible for the proper distribution of water, for maintaining water mains, for checking water meters, the lake, its shores and the sanitary conditions of the lake

**7. Community Development Department**

Director: **City Planner**

Salary: \$12,250

**Duties:**

- a. urban renewal, planning, administration
- b. to be responsible for zoning administration and long-range planning
- c. to enforce housing code and other construction codes through the inspection division: building, plumbing, electrical, heating, and housing

**CITY OF DECATUR  
MAJOR SOURCES OF REVENUE<sup>1</sup>  
FOR THE YEAR ENDED APRIL 30, 1966**

| Source                             | Total                 | % of Total     |
|------------------------------------|-----------------------|----------------|
| Cash on Hand .....                 | \$ 448,404.11         | 7.49           |
| Property Taxes .....               | 1,249,582.45          | 20.86          |
| Water Sales .....                  | 1,222,641.47          | 20.42          |
| Sales Tax .....                    | 964,758.58            | 16.11          |
| Motor Fuel Tax Allotment .....     | 545,698.99            | 9.11           |
| Sale of Urban Renewal Land .....   | 437,494.70            | 7.31           |
| Licenses and Permits .....         | 279,631.05            | 4.67           |
| Parking Meter Receipts .....       | 234,365.42            | 3.91           |
| Interest on Investments .....      | 161,736.09            | 2.70           |
| Fines and Fees .....               | 151,294.25            | 2.53           |
| Pension Fund Contributions .....   | 87,302.89             | 1.46           |
| Sale of City Public Hospital ..... | 55,000.00             | .92            |
| Miscellaneous .....                | 150,221.10            | 2.51           |
| <b>TOTAL .....</b>                 | <b>\$5,539,726.99</b> | <b>100.00%</b> |

<sup>1</sup> These funds are normal operating funds of the City and do not include various Special Assessment and Bond Construction Funds.



**CITY OF DECATUR  
TOTAL EXPENDITURES BY FUNDS<sup>1</sup>  
FOR THE YEAR ENDED APRIL 30, 1966**

| General Operating Fund                        | Total                             | % of Total     |
|-----------------------------------------------|-----------------------------------|----------------|
| Executive Department .....                    | \$ 85,790.82                      | 1.53           |
| Legal Department .....                        | 32,022.67                         | .57            |
| Finance Department .....                      | 156,309.38                        | 2.79           |
| Police Department .....                       | 690,941.89                        | 12.33          |
| Fire Department .....                         | 650,081.23                        | 11.60          |
| Public Works Department .....                 | 468,970.47                        | 8.37           |
| Planning Department .....                     | 182,807.42                        | 3.27           |
| <b>TOTAL GENERAL<br/>OPERATING FUND</b> ..... | <b>\$2,266,923.88</b>             | <b>40.46%</b>  |
| <b>Special Funds</b>                          |                                   |                |
| Water .....                                   | \$1,436,082.64                    | 25.63          |
| Motor Vehicle Parking System .....            | 222,354.49                        | 3.97           |
| Motor Fuel Tax Fund .....                     | 431,730.13                        | 7.71           |
| Urban Renewal .....                           | 491,245.64                        | 8.77           |
| Central Park .....                            | 6,881.33                          | .12            |
| Public Benefit .....                          | 11,143.86                         | .20            |
| Civil Defense .....                           | 1,057.79                          | .02            |
| Municipal Band .....                          | 18,497.80                         | .33            |
| Firemans' Pension .....                       | 97,771.61                         | 1.75           |
| Police Pension .....                          | 126,141.30                        | 2.25           |
| Public Library .....                          | 306,830.10                        | 5.48           |
| Playground and Recreation .....               | 98,115.54                         | 1.75           |
| Illinois Municipal Retirement .....           | 87,638.45                         | 1.56           |
| <b>TOTAL SPECIAL FUNDS</b> .....              | <b>\$3,335,490.68</b>             | <b>59.54%</b>  |
| <b>GRAND TOTAL</b> .....                      | <b>\$5,602,414.56<sup>2</sup></b> | <b>100.00%</b> |

<sup>1</sup> These funds are normal Operating Funds of the city and do not include various special assessments and bond construction funds.  
<sup>2</sup> This figure includes \$851,284.17 spent for Capital Improvements and \$1,281,759.20 spent for debt service.

## OTHER CITIES AND VILLAGES IN MACON COUNTY

In addition to the City of Decatur, Macon County has two other incorporated cities: the cities of Macon and Maroa.

Both are incorporated under the aldermanic form of government with a mayor and six aldermen. The residents also elect a city treasurer and a city clerk. All are elected for four-year terms.

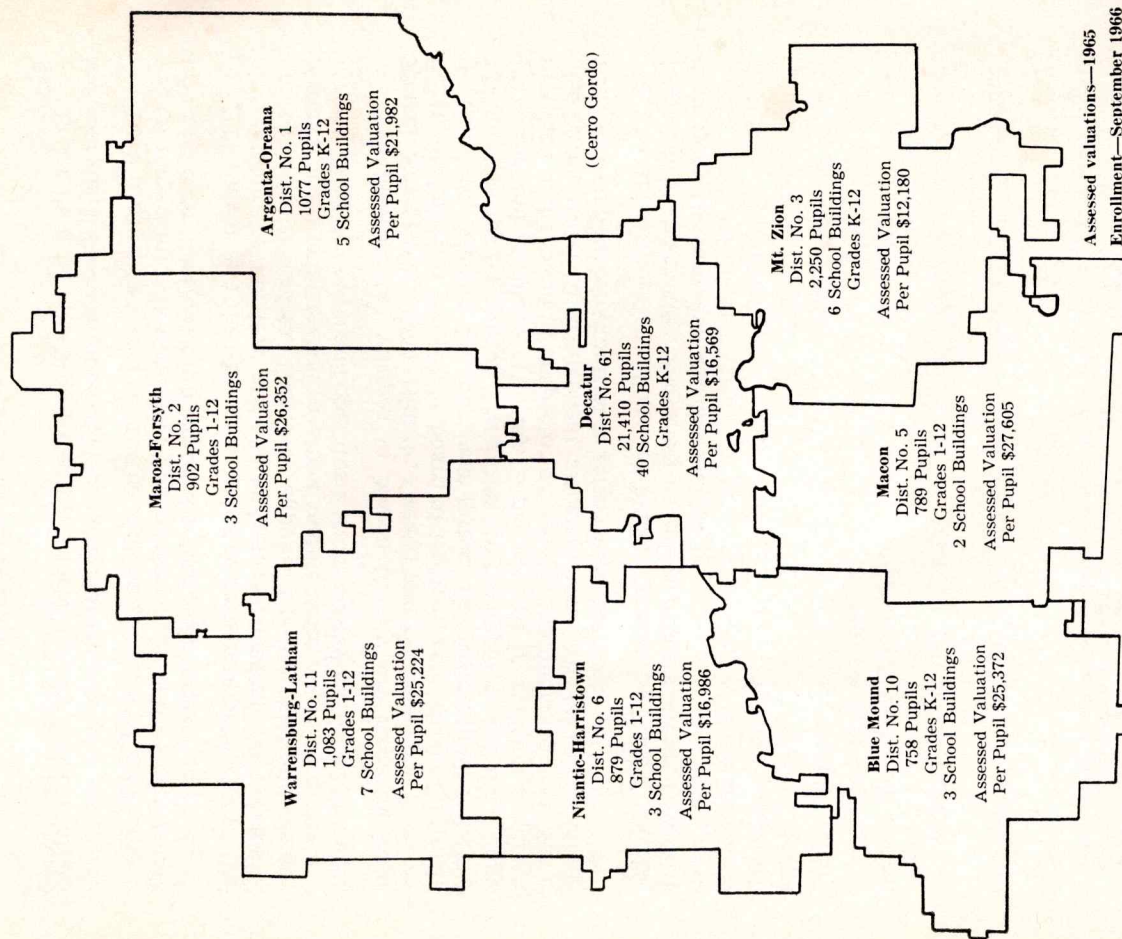
The mayor and the aldermen form the corporate authority of the city, setting the tax levy and the budget, and passing the necessary appropriation measures. They also appoint a police chief and his assistants, a sewer attendant, a street maintenance man and a city attorney. Each city owns and operates a water supply furnished by wells.

The incorporated villages in Macon County are Argenta, Blue Mound, Forsyth, Mt. Zion, Niantic, Oreana and Warrensburg. The corporate authority is the village board of trustees, comprised of a president and six trustees for four year terms. The residents also elect a village clerk for four years. The duties are the appointment of a village treasurer and a village attorney. Some appoint in addition a village marshal and a building inspector or a street maintenance man. Some also have a water superintendent, although some are now consolidating with surrounding communities to form water districts.

The unincorporated villages of Macon County are Boody, Harris-town, Elwin and Oakley. They elect no village officers but are governed directly by the township and the county.



# SCHOOL DISTRICTS IN MACON COUNTY



These eight school districts are under the jurisdiction of the Macon County Superintendent of Schools. Six of these have some area in adjoining counties and six school districts in adjoining counties have some area in Macon County.

| SCHOOL DISTRICT              |                    |                          |                                           |                         |               |                |                     |                  |                    |                 |                     |
|------------------------------|--------------------|--------------------------|-------------------------------------------|-------------------------|---------------|----------------|---------------------|------------------|--------------------|-----------------|---------------------|
| PUPILS SEPTEMBER 1966        |                    |                          |                                           |                         |               |                |                     |                  |                    |                 |                     |
| CERTIFIED PERSONNEL, 1966-67 |                    |                          |                                           |                         |               |                |                     |                  |                    |                 |                     |
| No.                          | Name               | Enrollment<br>Sept. 1966 | Average<br>Daily<br>Attendance<br>1965-66 | In<br>Kinder-<br>garten | Grades<br>1-8 | Grades<br>9-12 | Grades<br>1966 H.S. | Total<br>Teacher | Number<br>Salaries | Sup't<br>Salary | School<br>Buildings |
| 1                            | Argenta-Oreana     | 1,077                    | 931.79                                    | 111                     | 722           | 244            | 45                  | 51               | \$5200-            | \$12,300        | 5                   |
| 2                            | Maroa-Forsyth      | 902                      | 831.07                                    | None                    | 641           | 261            | 54                  | 48               | \$5300-            | \$11,000        | 3                   |
| 3                            | Mt. Zion           | 2,250                    | 1,922.08                                  | 187                     | 1,509         | 554            | 108                 | 86               | \$5200-            | \$12,300        | 6                   |
| 5                            | Macon              | 789                      | 777.04                                    | None*                   | 537           | 252            | 59                  | 45               | \$5200-            | \$11,000        | 2                   |
| 6                            | Niantie-Harristown | 879                      | 823.59                                    | None*                   | 637           | 242            | 34                  | 48               | \$5200-            | \$11,200        | 4                   |
| 10                           | Blue Mound         | 758                      | 663.46                                    | 63                      | 468           | 227            | 56                  | 44               | \$5200-            | \$11,000        | 3                   |
| 11                           | Warrensburg-Latham | 1,083                    | 1,025.54                                  | None*                   | 726           | 357            | 69                  | 55               | \$5200-            | \$12,272        | 7                   |
| 61                           | Decatur            | 21,410                   | 18,977.90                                 | 1991                    | 13,473        | 5,946          | 1,206               | 1061             | \$5400-            | \$22,750        | 40                  |

\* Kindergarten for six to eight weeks in the spring.



See map +  
table  
pp. 42 + 43

## PUBLIC SCHOOLS IN MACON COUNTY

Macon County has eight school districts under the jurisdiction of the Macon County Superintendent of Schools. Six of these have some territory in other counties; six districts in adjoining counties include some Macon County territory in their districts. In September, 1966, there were 32,281 pupils in Macon County, 29,193 in public schools and 3,088 in parochial schools.

The Illinois constitution directs the General Assembly to "provide a thorough and efficient system for free schools, whereby all children of the state may receive a good common school education." The state thus has primary authority but has given much responsibility to local school districts for the operation and financing of schools.

**Decatur Special Charter District, No. 61.** The Decatur Schools operate under a special charter granted by the state legislature in 1865. The Decatur board asked for this special charter because it was difficult to operate the schools of a growing city under laws designed for rural schools. This special charter contains only basic principles and thus has permitted Decatur to grow and change as social and economic conditions in the community have changed. No special charters were granted after 1870 and Decatur's is one of only 13 still in existence. Others were gradually abandoned because they contained provisions applicable only to the conditions at the time they were written.

The Decatur school district now operates under almost the same provisions as do the community unit districts. Many of the provisions in the charter have been taken away by the legislature and changes have been made by the district itself. In the latter group fall the change from a three to a seven member board and providing free transportation for pupils living more than one and a half miles from school and more than six blocks from public transportation. The provision permitting automatic annexation to the school district of territory annexed to the city was removed by the state legislature in 1961. Thus some pupils now live in the city but are not in the Decatur school district. Information about annexation and detachment can be found in the County Board of School Trustees section.

**Community Unit School Districts.** All of the seven school districts in Macon County outside of Decatur are Community Unit Districts. They all provide grades 1 through 12; three have kindergarten all year, three have kindergarten for six or eight weeks in the spring, and one does not provide kindergarten.

These districts are made up of former small school districts including many one-room all grade schools. A Community Unit District has to be a compact contiguous territory with a population of at least 2,000 and property assessed valuation of at least \$6,000,000. The purpose of the legislation creating these districts was to provide better

education for pupils in the rural areas since larger districts make possible larger schools with better libraries and other facilities, a more comprehensive curriculum, and the employing of well qualified teachers. Higher state financial support is provided for these reorganized districts than for the former small districts.

There was an eighth Community Unit District, Lakeview, east of Decatur, until 1959 when it petitioned to annex to the Decatur District after it had lost much of the industrial property originally in its district. The school tax rate for property in the former Lakeview District was lowered to that of Decatur after annexation.

### Macon County Superintendent of Schools

#### Qualifications:

- A Master's degree including 20 semester hours in education at the graduate level
- At least four years teaching experience
- A valid all grade supervisory certificate
- At least 2 years experience in the previous 4 years in full time teaching or supervising in the public schools or college or university, or serving as a county superintendent of schools

When elected: November general election on a partisan ballot  
Term of Office: Four years, beginning the first Monday in August  
Salary: \$18,750, beginning August, 1967. His salary is determined by the population of the county and is paid by the state.

#### Duties:

- to supervise all public schools in the county in accordance with state laws and rules, and the regulations of the state Department of Public Instruction
- to make recommendations for recognition
- to approve reports required by the state from the eight school districts to the state Department of Public Instruction
- to see that all school districts employ qualified teachers and other personnel
- to see that teachers' Illinois teaching certificates are registered
- to distribute state school funds to the eight school districts
- to make available the General Education Development Test for high school equivalency certificates
- to conduct teachers' institutes

### County Board of School Trustees of Macon County

Number of Trustees: Seven (7)

When elected: General primary election in June of even numbered years on a non-partisan separate ballot, by all but Decatur voters

Term of office: Six years, staggered terms



Salary: None. Expenses to meetings

**Qualifications:**

- a. Must be qualified to vote in election for county board of school trustees
- b. May not be a member of a school board
- c. May not be a school board employee
- d. May not hold another county office

Meetings: First Monday of July, October, January, and April, or when called, in office of County Superintendent of Schools

**Duties:**

- a. Holds title to all school buildings of the seven community unit school districts, not those of Decatur
- b. May change boundaries of existing districts or create new districts when:
  - 1.) petitioned by the boards of each district affected
  - 2.) petitioned by majority of the legal voters residing in each district affected
  - 3.) petitioned by two-thirds ( $\frac{2}{3}$ ) of the legal voters residing in the affected area
  - 4.) petitioned by all property owners if no voters live in the affected area
- c. May approve or disapprove petition for detachment of area automatically annexed to Decatur District<sup>1</sup> when it is annexed to the city of Decatur if
  - 1.) petitioned by the school board having jurisdiction over territory before or after annexation
  - 2.) petitioned by 25% of the legal voters residing in the territory affected
  - 3.) petitioned by 50% of property owners if there are no residents in the territory

**Boards of Education of Special Charter and Community Unit Districts**

Each of the eight school districts in Macon County has a Board of Education.

Number of Members: Seven (7)

When elected: Second Saturday in April

Term of Office: Three years, staggered terms

Salary: None

**Qualifications:**

- a. A registered voter
- b. A resident of the school district one year before election
- c. Not a school treasurer or member of county board of school trustees
- d. No board member can be an employee of, nor do business with the district

Meetings: At least once a month

<sup>1</sup> When an area is annexed to the city of Decatur, the schools in that area are automatically annexed to the Decatur District school system unless petitioned otherwise, as indicated.

**Duties:**

- a. to set rules and policies for the district in accordance with the state laws under which it operates
- b. to employ a superintendent to serve as chief administrator
- c. to employ and dismiss personnel upon recommendation of the superintendent
- d. to set the budget for operation of the district
- e. to certify the property tax levy
- f. to approve all expenditures

**Superintendents of Special Charter and Community Unit School Districts**

Boards of Education must employ a superintendent to administer the schools under the direction of the board unless the school district has only one school and less than four teachers. All school districts in Macon County have a superintendent.

**Qualifications:**

- a. A Master's degree in school administration
- b. A valid supervisory certificate
- c. Four years of teaching experience

Term of office: Determined by the Board of Education through contracts of one of more years. No maximum number of years.

Salary: Set by local Board of Education (see chart)

**Duties:**

- a. Has charge of the administration of the schools under the policies set by the Board of Education
- b. Sees that the schools operate in accordance with legal requirements
- c. Makes recommendations to the board concerning the budget, building needs, selection of teachers and other employees, selection of textbooks, instructional material, and curriculum
- d. Supervises the keeping of records and accounts

**COUNTY AND AREA WIDE  
COOPERATIVE SCHOOL PROGRAMS**

Since more and better education is needed and required, and since small individual school districts are not able to provide it adequately, there has been a trend toward county and area cooperation to provide for specific needs. The following are the programs which the Decatur and various surrounding school districts have worked out.

**Special Education District of Macon County**

For many years on a voluntary basis the Decatur Schools have had special education classes for all physically and most mentally



handicapped children in their district. These include the blind and partially seeing, the deaf and hard of hearing, the physically handicapped, and the educable mentally handicapped (EMH) and since 1965 the trainable mentally handicapped (TMH). In addition there have been teachers for the physically handicapped home-bound, a limited number of speech correctionists to help at least part of the children who have speech problems and some social workers to counsel the emotionally disturbed children.

In recent years the Decatur Schools have accepted from the other schools in Macon County on a tuition basis all of the physically handicapped children and two rooms of educable mentally handicapped children.

In every school district there are handicapped children who need to be provided with an education suited to their needs. The 1965 state legislature therefore made it mandatory for all school districts to provide education for all physically and mentally handicapped and maladjusted children in their districts by the fall of 1969. It directed all County Superintendents of Schools to appoint a seven member Special Education Advisory Committee to draw up a plan for special education for the whole county. The Macon County Committees had its plan approved by the eight school districts in the county in early 1967, and it was the first plan submitted to the State Advisory Committee for required approval.

The Macon County plan provides that there be an Advisory Board made up of the superintendents of each district in the county and a member of each board of education or a lay representative appointed by the board. It provides for a Director of Special Education. The Decatur School District is designated as the Administrative District; classrooms will be located throughout the county, the total depending on the requirements. There will be a complete cost accounting system with each district paying its proportionate share of the expenditures depending on the number of its special education pupils. Approximately one-half of the cost of special education is reimbursed by the state, plus 80% of transportation costs.

#### **Area Vocational High School, 540 N. Franklin Street**

For twenty-five years Decatur has pioneered in the area of Vocational Education, having the largest and most diversified vocational program outside of Cook County. The other school districts in Macon County and districts in surrounding counties have had few or no vocational education courses. As a result of federal money being available, an area vocational high school was established by the Decatur Schools in 1966 to which pupils from twenty (20) surrounding school districts may come for vocational training. Pupils both in Decatur and outside attend their own high schools for one-half of the day and attend the vocational school the other half thus staying partly at their own high school. Travel time from any of the area schools to the vocational school takes no longer than one hour.

Courses offered include auto mechanics, auto body, machine shop, building trades, cabinet making, industrial electricity, electronics, architectural drafting, machine drafting, graphic arts, food service, food service cooperation, and licensed practical nursing. A vocational counselor helps pupils before they go into the vocational program and while they are in it.

The enrollment in all high schools in the area totals about 11,000 with about 5,000 in Decatur and 6,000 in the other schools (Argenta-Oreana, Bement, Bethany, Blue Mound, Cerro Gordo, Clinton, Deland-Weldon, Findlay, Illiopolis, Lovington, Macon, Maroa-Forsyth, Monticello, Moweaqua, Mt. Auburn, Mt. Pulaski, Mt. Zion, Niantic-Harris-town, Stonington, Warrensburg-Latham.)

Federal funds finance 50% of the cost of the site, building, remodeling, and equipment, with Decatur financing the other 50%. The same 50-50 financing applies to salaries of all the vocational teachers, staff travel expense, and durable teaching devices costing less than \$100. Salaries of the director and supervisors are 66% reimbursed. Area schools pay Decatur for each pupil from their school attending the Area Vocational School, based on the cost to Decatur.

#### **Decatur Area Adult Continuation Center, 1430 N. 22nd Street**

The Decatur Area Adult Continuation Center provides vocational and academic training for out-of-school youth and adults who have less than a twelfth grade education. When it gets into full operation, it will serve persons from all of Macon, DeWitt and Piatt counties, and from portions of Logan, Sangamon, and Christian counties.

The Center provides academic and vocational training for persons receiving public aid and others who are in need of such education so they can become self-sufficient, contributing members of their communities. Courses range from the first grade level through those which prepare for the taking of the General Education Development (GED) test in order to receive High School Equivalency Certificates. Classes meet both during the day and at night and persons can attend full or part time. The vocational curriculum includes training from janitorial skills through industry-sponsored work training projects and Manpower training classes. Nursery care is provided for the pre-school children of women on public aid who attend.

The Center is operated through the Decatur School District but the entire cost is paid from state and federal funds.

#### **Decatur-Lakeview High School, a State Demonstration Center.**

New teaching concepts caused Decatur's Lakeview High School to be designated a state demonstration center which educators from several hundred schools throughout the United States have visited.

The Lakeview Plan incorporates team teaching, large-group-small-group instruction, independent study, and the use of many technological aids to learning. The focal point of the school is the "instructional materials center" in the new addition to the building. It includes team rooms, offices; work area for audio-visual materials, duplicators, etc.



operated by a clerical staff; large library complex with 130 individual study booths and small conference rooms. This center caused it in 1965 to be named a "Pacemaker" school, the highest honor given by the National Education Association for "leading the way to better education for America's youth."

## Financing Public Schools

Although the Illinois Constitution directs the General Assembly to provide a system of schools, the legislature has turned the financing of them over to the local school districts to a large extent. State funds in Illinois provide only about 22% of the total expenditures for elementary and secondary education (45 states contribute more with a 40% average). Federal assistance to schools began in 1785 when the sixteenth section of land in every township in the new territories was set aside for the maintenance of public schools. In very recent years, the amount has increased considerably but provides less than 5% of the revenue for schools in Illinois. These funds are available for specific programs designed to improve the existing programs but are not for general use or to replace existing local funds.

Local property taxes, both real estate and personal property, are the only local taxes available for local school financing. Since the per pupil assessed valuation of the property in each district (total assessed valuation of the district divided by the number of pupils in average daily attendance) varies greatly among the 1,384 school districts in Illinois in 1964-65 and the 8 in Macon County, all children cannot be provided with the same quality of education even if each district had the same tax rate. Districts with low per pupil assessed valuations must have a higher school tax rate than districts with a high assessed valuation per pupil in order to obtain the same amount of tax money. The quality of education offered by a school is dependent upon the per pupil assessed valuation and the extent to which the voters are willing to tax themselves for schools.

**State "flat grants" and "equalization" payments.** Schools which meet minimum requirements are eligible for state aid from the Common School Fund. It is appropriated by the state legislature and is to provide a minimum school program for all pupils in the state. This minimum is called the "foundation level" and is set by the legislature; in 1965 it was set at \$330 per pupil in average daily attendance (actual cost is always considerably higher than the "foundation level"). The money for the "foundation level" comes from both local and state funds.

The Common School Fund is distributed in two ways: (1) A "flat grant" of \$47 per pupil in average daily attendance is given to each school district. (2) "Equalization payments" are given school districts if they have a minimum Education Fund tax rate called the "qualifying rate" and if the amount it produces plus the "flat grant" does not

## FINANCIAL INFORMATION ON PUBLIC SCHOOLS IN MACON COUNTY

| School District | No. Name            | Total 1966 Assessed Valuation | Per Pupil in A. D. A. | Assessed Valuation, (1966) payable in 1967 | Work-Ing Cash | Junior College | Bond & Inter-est | Bonded In-terest | Total Revenue | Property Tax, Rev. | State & Fed. Revenue | Cost Per Pupil 1964-65 |
|-----------------|---------------------|-------------------------------|-----------------------|--------------------------------------------|---------------|----------------|------------------|------------------|---------------|--------------------|----------------------|------------------------|
| 1               | Argenta-Oreana      | \$ 22,711,903                 | \$21,982              | \$0.375                                    | \$0.08        | \$0.03         | \$0.03           | \$0.2627         | \$ 690,000    | \$ 494,167         | \$ 317,447           | \$562.80               |
| 2               | Marion-Forsyth      | 23,869,023                    | 26,352                | 2.042                                      | 1.43          | 0.3064         | 0.08             | 0.201            | 450,000       | 405,927            | 274,775              | 538.18                 |
| 3               | Mt. Zion            | 27,780,543                    | 12,180                | 2.2052                                     | 1.40          | 0.25           | 0.02             | 0.5117           | 1,185,000     | 799,131            | 350,410              | 403.04                 |
| 5               | Macon               | 20,772,078                    | 27,605                | 1.9413                                     | 1.25          | 0.25           | 0.08             | 0.2938           | 405,000       | 344,460            | 180,394              | 512.38                 |
| 6               | Niantic-Harris-town | 14,845,096                    | 16,986                | 2.6252                                     | 1.80          | 0.2653         | 0.08             | 0.0053           | 590,000       | 400,178            | 209,240              | 600.36                 |
| 10              | Blue Mound          | 18,280,649                    | 25,372                | 2.433                                      | 1.60          | 0.375          | 0.08             | 0.0144           | 444,000       | 390,779            | 265,495              | 624.57                 |
| 11              | Warrens-burg-Latham | 26,908,926                    | 25,224                | 2.2115                                     | 1.5414        | 0.2732         | 0.10             | 0.0307           | 400,000       | 573,930            | 399,150              | 527.11                 |
| 61              | Decatur             | 341,543,946                   | 16,569                | 2.6488                                     | 1.80          | 0.36892        | 0.06149          | 0.00465          | 10,584,000    | 10,217,229         | 5,360,537            | 531.25                 |
|                 |                     |                               |                       |                                            |               |                |                  | 0.36793          | 10,584,000    | 10,217,229         | 5,360,537            | 531.25                 |

\* For payment of principal and interest on bonds.

\* For building bonds 0.2678; for working cash bonds 0.07115  
 \* Called per capita tuition charge. Includes depreciation, but not current capital expenditures, nor "in-out" expenditures such as book rental, lunch programs, etc.

\* Latest information available; all not for same year.  
 \* Taxable wealth per pupil from which to obtain property tax. Found by dividing total assessed valuation of real and personal property of one year by the per pupil average daily attendance of the next year.  
 \* Illinois Municipal Retirement Fund for non-certificated employees (custodians, secretaries, etc.)



add up to the "foundation level." The "qualifying rate" was set at 90c<sup>1</sup> per \$100 assessed valuation in 1965 for districts with twelve grades. All eight school districts in Macon County have an Education Fund tax rate of more than 90c and all receive "equalization payments". Since their purpose is to equalize, these payments are higher for districts with low per pupil assessed valuation in relation to the payments to districts with high per pupil assessed valuation. (See chart for per pupil assessed valuation.)

**To illustrate with Decatur for 1965-66:** The 90c qualifying rate multiplied by the per pupil assessed valuation produced \$150. This \$150 and the \$47 flat grant made \$197 available per pupil. In order to bring that up to \$330 the state made an equalization payment of \$133. Thus \$150 of the foundation minimum was obtained locally (property tax) and \$180 from the state.

\_\_\_\_\_ \$330  
\_\_\_\_\_ \$197

| STATE | LOCAL | STATE | LOCAL |
|-------|-------|-------|-------|
| \$47  | \$150 | \$133 | \$234 |

|                       |                                                                                       |                                                                                                     |                                                                                                                  |
|-----------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| STATE<br>"Flat Grant" | LOCAL<br>Amount from 90c "qualifying rate" multiplied by assessed valuation per pupil | STATE<br>"Equalization"—difference between found. level and sum of flat grant and qualifying amount | LOCAL<br>Amount the school district provides above the foundation level for the kind of school program it wants. |
|-----------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|

**"Foundation Level" in 1965-66 in Macon County schools came from:**

| School District    | Flat Grant (State) | Amount 90c produced per pupil in a.d.a. (Local) | Amount of Equalization (State) | Foundation Level |
|--------------------|--------------------|-------------------------------------------------|--------------------------------|------------------|
| Argenta-Oreana     | \$47               | +                                               | \$ 80                          | = \$330          |
| Maroa-Forsyth      | 47                 | +                                               | 36                             | = 330            |
| Mount Zion         | 47                 | +                                               | 166                            | = 330            |
| Macon              | 47                 | +                                               | 82                             | = 330            |
| Niantic-Harristown | 47                 | +                                               | 127                            | = 330            |
| Blue Mound         | 47                 | +                                               | 44                             | = 330            |
| Warrensburg-Latham | 47                 | +                                               | 59                             | = 330            |
| Decatur            | 47                 | +                                               | 133                            | = 330            |

<sup>1</sup> The 1967 legislature expected to set the "foundation level" at \$400 and the "qualifying" rate at \$1.00 per \$100 of assessed valuation.

## SCHOOL FUNDS AND TAX RATES

All schools operate with five or more funds, each for a specific purpose and each with a separate tax rate. Money cannot be transferred from one fund to another except as provided by law.

**Education Fund.** This is by far the largest fund accounting for over 78% of school expenditures in Decatur<sup>1</sup>. Over 50% of this fund comes from local property tax. The maximum rate is set by the voters within limits set by law. The rest of the revenue comes mostly from the state and federal governments. Most salaries are paid from this fund with teachers' salaries accounting for 74%, and, with salaries of other employees added, the total for salaries amounting to 83%. Payments from this fund are for equipment, supplies, library books, etc.; heat and utilities are also paid from it in Decatur because building fund money has had to be used for new buildings and maintenance. The maximum tax rate is \$1.60 and by referendum up to \$2.50. The maximum increase each referendum is 40c.

**Building Fund.** This fund accounts for nearly 10% of expenditures. All revenue for this fund comes from the local property tax except that some federal money is used for remodeling at schools having federally financed vocational and compensatory programs. The maximum tax rate is set by voters. This fund is for building repairs and major maintenance, remodeling, and, when possible, for additions and new buildings. The total tax limit for the fund is 37½c.

**Bond and Interest Fund.** This fund accounts for slightly over 8% of school expenditures. All revenue comes from the local property tax. From this fund is paid the principal and interest on bonds which voters approve issuing for construction of buildings and the purchase of land. By state law all bonds must be paid in twenty years or less. In Decatur, money for the Working Cash Fund came from bonds. These bonds will be repaid in ten years. School districts cannot issue bonds totaling more than 5% of their assessed valuation. The tax rate for this fund is determined by the amount of money needed for payment of principal and interest. As the assessed valuation of the property in a district goes up the tax rate needed to pay the bonds goes down. When bonds are paid off the tax for this purpose goes off.

**Transportation Fund.** This fund accounts for a little more than 1% of the total school expenditures. About 40% of the revenue comes from local property tax, 40% from the state government and 20% from fees. This fund covers the purchase, operation, and maintenance of school buses, including the salary of bus drivers. Free transportation is provided for all pupils in the eight school districts of the county living more than one and one-half miles from school. In Decatur, pupils living within six blocks of public transportation do not receive free transportation. The tax rate for this fund is 8c without referendum and up to 18c with referendum.

<sup>1</sup> All percentages are for Decatur in this section.



**Illinois Municipal Retirement Fund.** This fund accounts for less than 1% of school expenditures. All revenue comes from the local property tax. It pays for the required school district contribution to the retirement fund for all employees except those with teacher's certificates. The rate is determined by the amount needed to make the district's contribution to the retirement fund for non-certificated personnel. (The school districts do not make any contributions for retirement of certificated employees; these employees pay 7% of their salaries into a state teachers' pension fund to which the state also contributes.)

**Working Cash Fund.** State law permits school districts to establish this fund so that they may borrow money from it instead of from a bank until tax money and other revenue is received. As soon as the tax money is received all money borrowed from the Working Cash Fund has to be repaid immediately. A school district may accumulate money for this fund by a 5c per \$100 assessed valuation tax rate or it can issue bonds to establish it. If bonds are issued the tax rate is a part of the Bond and Interest tax rate and not a separate WCF tax rate. These bonds must be paid off in 20 years or less. Decatur issued \$2,000,000 in bonds because the fund was not building up fast enough to provide enough money for the necessary borrowing. These were scheduled for retirement in 10 years.

**Junior College Fund.** If a school district is not a part of a Junior College District, it must pay the cost incurred by the Junior Colleges which students from its district attend. This is the amount not covered by state funds and not covered by tuition which the students pay. Until 1969, to pay for these charges, a school district may have a tax rate up to 3c per \$100 assessed valuation. After that time the Junior College charges (sometimes called "charge back") will have to come from the Education Fund of the school district.

#### State and Federal contributions for special purposes

**Special Education.** To encourage school districts to provide special education and because of the smaller classes and the specially trained teachers necessary to teach the handicapped children, the state makes reimbursements amounting to about half the cost. Also the state reimburses 80% of the transportation costs.

**Driver Education.** The state reimburses schools for providing driver education on a cost per pupil basis of not to exceed \$40, if both classroom instruction and practice driving are given. If only the classroom instruction is given, reimbursement amounts to the cost but not more than \$8.00 per pupil.

**Vocational and Home Economics Education.** Both the state and federal government make various payments for these programs. See Area Vocational High School section.

**Hot Lunch and Milk programs.** The federal government pays direct subsidies and supplies surplus food for hot lunches and milk.

**Gifted Pupils.** To provide special materials for the gifted pupils, mentally superior, the state contributes part of the cost of books and equipment for materials centers and teacher consultants. All children in the school may use these facilities.

**Compensatory education.** Programs designed to compensate certain pupils for the lack of normal education training received in the typical middle class home are paid by the federal government under Title I of the Elementary and Secondary Education Act.

**National Defense Education Act.** Payments under this act have provided a substantial part of the cost of the language laboratories. Also they have helped with purchase of science equipment, and aided programs in guidance, mathematics, social studies, and language arts.

**Libraries.** Title II of the Elementary and Secondary Education Act provides school districts with money for library books and other materials. From this fund, the County Superintendent of Schools has set up a cooperative film library of 156 films with more to be added.

### DECATUR SCHOOL DISTRICT FUNDS— ACTUAL RECEIPTS AND DISBURSEMENTS, 1965-1966

#### Education Fund

|                                |                     |
|--------------------------------|---------------------|
| <b>Receipts:</b>               |                     |
| Local property tax             | \$ 5,360,537        |
| State & Federal Funds          | 3,796,354           |
| Student and community services | * 1,012,074         |
| Other                          | 48,064              |
| <b>Total receipts</b>          | <b>\$10,217,229</b> |
| <b>Disbursements:</b>          |                     |
| Administration                 | \$ 259,048          |
| Instruction                    | 7,735,630           |
| Attendance                     | 1,900               |
| Health                         | 91,000              |
| Operation                      | 1,007,030           |
| Maintenance                    | 38,042              |
| Fixed charges                  | 25,622              |
| Student and community services | 1,234,870           |
| Capital outlay                 | 222,238             |
| <b>Total disbursements</b>     | <b>\$10,616,230</b> |
| Deficit                        | 399,001             |

#### Building Fund

|                            |                     |
|----------------------------|---------------------|
| <b>Receipts:</b>           |                     |
| Local property tax         | \$ 1,116,805        |
| State & Federal Funds      | 71,802              |
| Interest on Investments    | 30,188              |
| Other                      | 26,458              |
| <b>Total receipts</b>      | <b>\$ 1,245,253</b> |
| <b>Disbursements:</b>      |                     |
| Maintenance                | \$ 469,009          |
| Capital outlay**           | 2,049,090           |
| Other                      | 34,249              |
| <b>Total disbursements</b> | <b>\$ 2,552,357</b> |
| Deficit***                 | 1,307,104           |

\* Includes lunch program, book rentals.  
\*\* Not a real deficit. Jefferson Jr. High and Franklin Elementary built from this fund over 3 year period instead of bonds. Money borrowed from Working Cash Fund will be repaid when tax money is received.

#### Bond and Interest Fund

|                            |                    |
|----------------------------|--------------------|
| <b>Receipts:</b>           |                    |
| Local property tax         | \$1,050,483        |
| Interest on investments    | 11,891             |
| <b>Total receipts</b>      | <b>\$1,062,374</b> |
| <b>Disbursements:</b>      |                    |
| Fixed charges              | \$ 265,370         |
| Bond principal retired     | 800,901            |
| <b>Total disbursements</b> | <b>\$1,066,270</b> |

#### Transportation Fund

|                         |                   |
|-------------------------|-------------------|
| <b>Receipts:</b>        |                   |
| Local property tax      | \$ 59,549         |
| State Funds             | 60,973            |
| Interest on Investments | 1,185             |
| Student & com. services | 28,730            |
| <b>Total receipts</b>   | <b>\$ 150,437</b> |

|                            |                   |
|----------------------------|-------------------|
| <b>Disbursements:</b>      |                   |
| Health                     | \$ 150            |
| Operation                  | 149,809           |
| Maintenance                | 48,049            |
| Fixed charges              | 1,879             |
| Capital outlay             | 18,489            |
| <b>Total disbursements</b> | <b>\$ 218,376</b> |
| Deficit***                 | 67,939            |

#### Municipal Retirement Fund

|                         |                   |
|-------------------------|-------------------|
| <b>Receipts:</b>        |                   |
| Local property tax      | \$ 122,890        |
| Interest on Investments | 2,663             |
| Other revenue           | 1,033             |
| <b>Total receipts</b>   | <b>\$ 126,586</b> |

|                            |                   |
|----------------------------|-------------------|
| <b>Disbursements:</b>      |                   |
| Fixed charges              | \$ 143,561        |
| <b>Total disbursements</b> | <b>\$ 143,561</b> |
| Deficit                    | 16,975            |

\*\*\* Will be made up from next year's fund when higher tax rate is permitted to cover purchase of school buses.



## SANITARY DISTRICT

The governing body of the Sanitary District is a board of three trustees appointed by the circuit judge for a period of three years. Each trustee receives \$300 per year, although statute allows a maximum of \$1000. The Board meets regularly once each month, but may meet more often if necessary. The district employs a superintendent or engineer to be in charge of the Sanitary District equipment. This includes the sewage disposal plant, and 20 pumping stations at present, but this number will be gradually reduced to about 12. There are two types of sewers, interceptors and laterals. At present there are 30 miles of interceptors, which are now being expanded, and 5 miles of laterals. As the limits of the city of Decatur are extended, the city takes over the operation of some of the district's laterals, but all the interceptors remain under the control of the Sanitary District.

A breakdown of the Sanitary District's income and expenditures in 1965-1966 follows:

| Income                        |                     | Expenditures                |                     |
|-------------------------------|---------------------|-----------------------------|---------------------|
| Property Tax .....            | \$583,148.18        | Normal Operation Expense .. | \$210,492.48        |
| Industrial Use Charges .....  | 43,677.53           | Capital Improvements .....  | 6,166.70            |
| Interest on Investments ..... | 5,052.68            | Debt Service .....          | 316,935.00          |
| Miscellaneous .....           | 2,046.29            | Retirement Fund .....       | 16,562.40           |
| <b>TOTAL INCOME .....</b>     | <b>\$643,924.68</b> | <b>TOTAL SPENT .....</b>    | <b>\$550,156.58</b> |

## DECATUR PARK DISTRICT

The Decatur Park District is operated by five board members elected by the voters of the district for staggered two-year terms. They serve without compensation. The board meets twice a month on the second and fourth Thursdays. It hires a qualified administrator to operate and maintain parks, the equipment in the parks and the Decatur municipal airport.

The park district was created under the 1895 Submerged Land Act, which granted power to such districts to issue general obligation bonds without referendum up to 2½% of the assessed valuation of the district. The 1965 legislature reduced the allowable amount to one half of one percent of the assessed valuation, effective June 1, 1967. This is the only governmental body which has the power to issue general obligation bonds without referendum (although the power is considerably modified by this act of the legislature).

The district owns 1805 acres exclusive of the airport, which consists of 1015 acres. In addition, the district has recently acquired land north of Pershing Road, both east and west of Route 51, for additional parks. It is in the process of building a new municipal golf course on Hickory Point Road, and is developing Big Creek Park for riding horses, including trails and stables. Another recent project has been the construction of a children's zoo called "Scovill Farm" in Scovill Park. On May 1, 1967, the Park Board will take over the functions of the city recreation department.

The following figures summarize the district's income and expenditures for the year 1965-66:

| Income                                    |                     |
|-------------------------------------------|---------------------|
| Parks                                     |                     |
| Taxes .....                               | \$503,982.50        |
| Other Income<br>(Concessions, etc.) ...   | 283,549.95          |
| <b>Total for Parks .....</b>              | <b>\$787,532.45</b> |
| Airport                                   |                     |
| Taxes .....                               | 73,200.00           |
| Other income .....                        | 130,584.35          |
| <b>TOTAL INCOME .....</b>                 | <b>\$991,316.80</b> |
| Major Expenditures                        |                     |
| Parks                                     |                     |
| Maintenance .....                         | \$450,528.27        |
| Bonds—service,<br>retirement and interest | \$139,485.00        |



# Airport

|                                        |              |
|----------------------------------------|--------------|
| Maintenance .....                      | \$156,157.27 |
| Bonds—retirement<br>and interest ..... | \$ 25,410.00 |
| Total Expenditures .....               | \$771,580.54 |

Of the above amounts, \$411,014.36 was paid in salaries. The park board employs over one hundred people in the summer and from fifty-five to sixty the rest of the year.

# MOSQUITO ABATEMENT DISTRICT

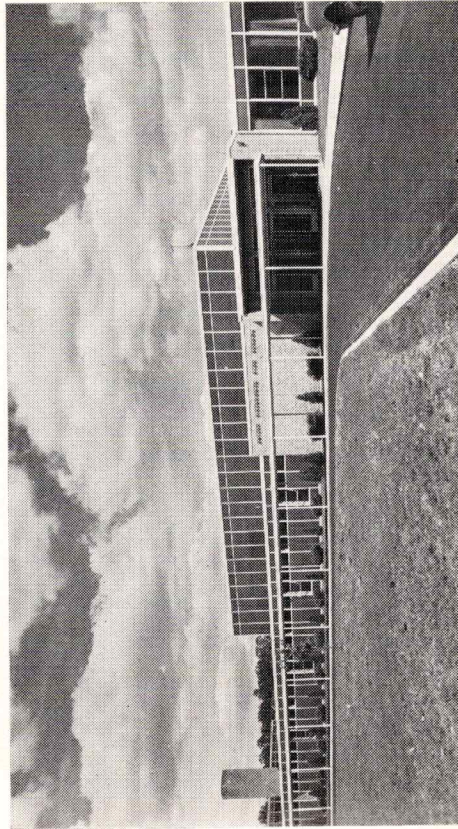
With the passage of a referendum on June 28, 1962, a Mosquito Abatement District was established. This district includes all of Decatur Township and parts of Hickory Point, Whitmore, Oakley, Long Creek, South Wheatland, Blue Mound, Harristown, and Illini Townships.

The district is governed by a five-man board, the members of which are appointed by the chief circuit judge. They serve for four years, in staggered terms and without pay. They meet on the fourth Thursday of each month.

A full-time superintendent, a professional entomologist, is the administrator of the district. He receives an annual salary of \$8500.

The purpose of the Mosquito Abatement District is to work for the abatement and control of mosquitos and flies—a twelve-month process. During the summer months the district controls mosquitos by fogging in areas with a heavy mosquito and fly concentration. During the remainder of the year, chemicals are used to kill the larvae.

Under state law, they may levy a tax not to exceed .025 per \$100 assessed valuation; the most recent levy is .02057. They operate under an annual budget of approximately \$70,000.





## FIRE PROTECTION DISTRICTS

Outside the city limits, state law permits an area, by referendum, to establish a fire protection district. There are eleven such districts in Macon County: Argenta-Oreana, Blue Mound, Harristown, Hickory Point, Long Creek, Maroa, Mt. Zion, Niantic, South Macon, South Wheatland, and Warrensburg. In addition, Macon County contains a portion of districts organized in other counties: Bethany, Cisco, Dora Township, Latham, and Tunbridge Township.

For each district a board of three members is appointed by the circuit judge. The board is the corporate authority for the district with power to certify the tax levy to maintain the district. The board also determines the need for hiring full-time and/or part-time personnel, and is responsible for maintaining the fire station and all equipment owned by the district. Although the board may hire some personnel, the districts generally rely upon trained volunteers to man the equipment.

Three districts—Blue Mound, Harristown, and Warrensburg—as well as the fire department of the city of Decatur, are radio equipped and operate on the same frequency. All districts have effected a cooperative agreement to assist each other, through the county association of fire protection districts.

## DRAINAGE DISTRICTS

Illinois state law allows the formation of drainage districts, with special powers to build, maintain, and repair drains for agricultural purposes, as well as for sanitary or mining purposes. Assessment for such drainage districts is based on benefit to the land, so that landowners within a district may pay varying amounts depending on where their land is situated, and how much benefit is derived.

Macon County has some thirty to forty such districts, including main and sub districts. The size varies with the size of the watershed; some such districts extend beyond the county.

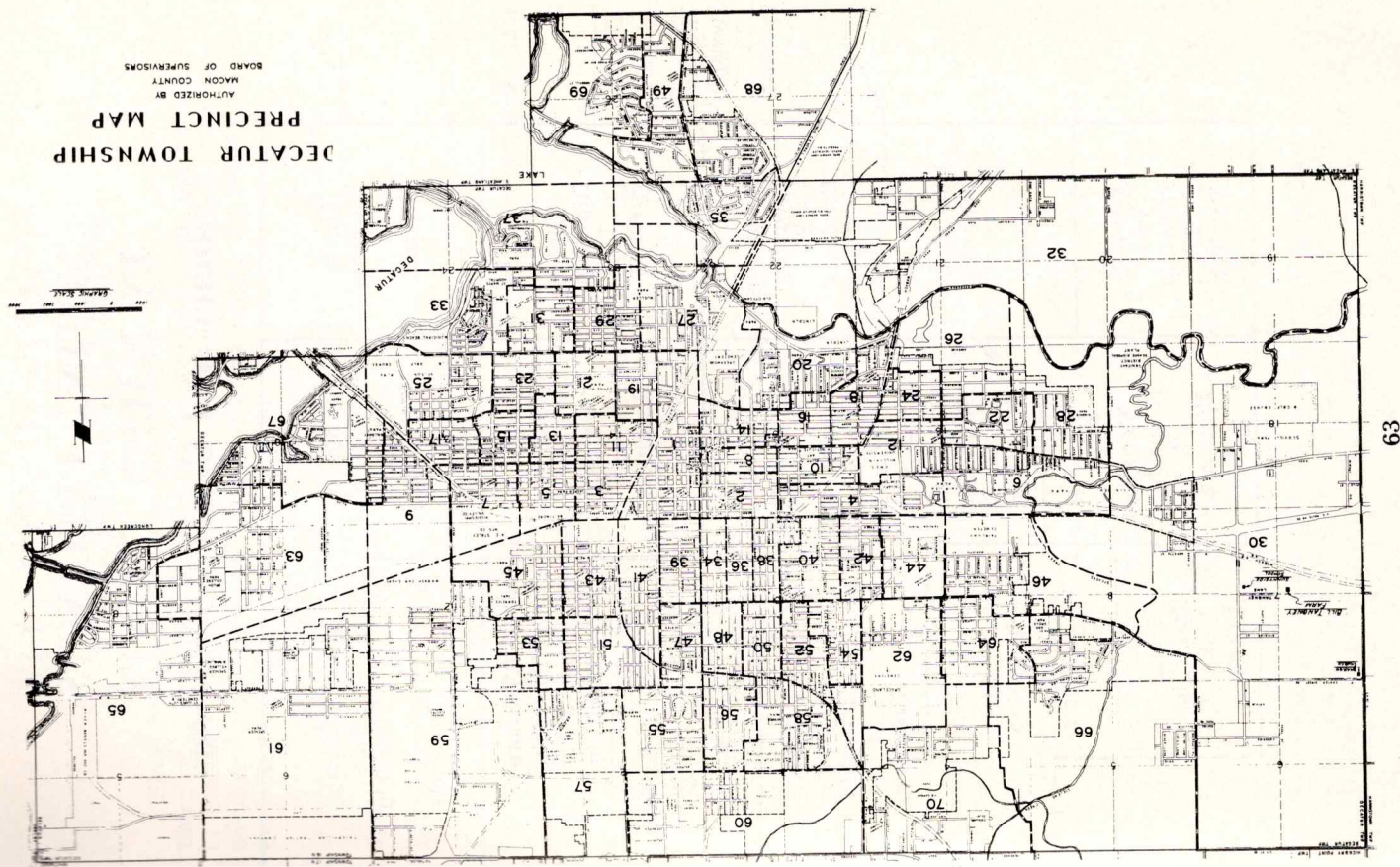
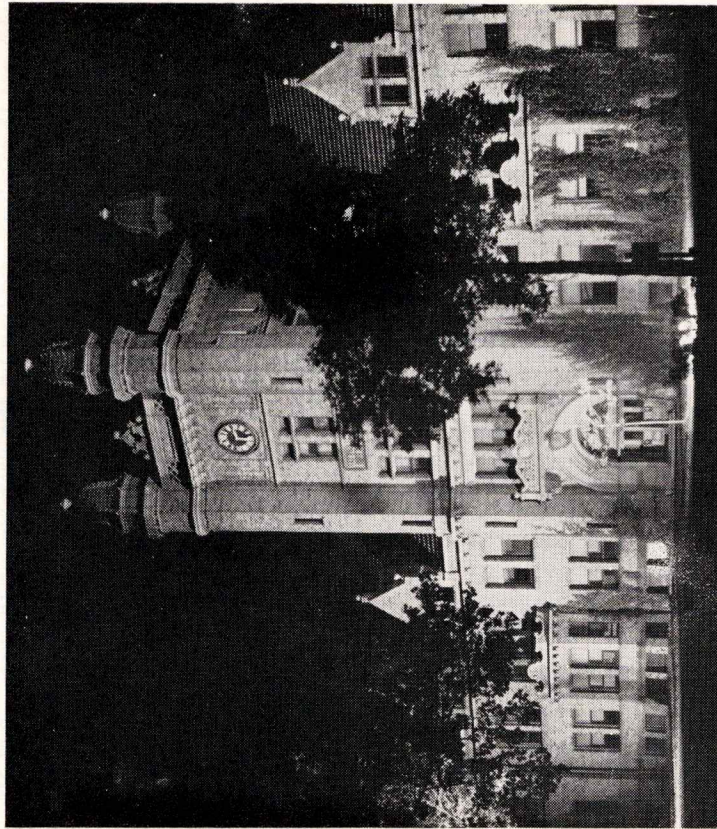
Generally, each district is governed by a board of three commissioners, either elected by the people of the district, or appointed by the court. Some districts have only one such commissioner. By law, they may be paid up to \$8 a day for such days as they give to the business of the district, but since such commissioners are generally farmers who are themselves profiting by the drainage of the area, they often serve without pay. They provide for the construction, replacement and maintenance of drainage tile and ditches in the district.

The levy is filed with the circuit court clerk; the landowners may file objections; if there are none, the county treasurer collects the taxes.



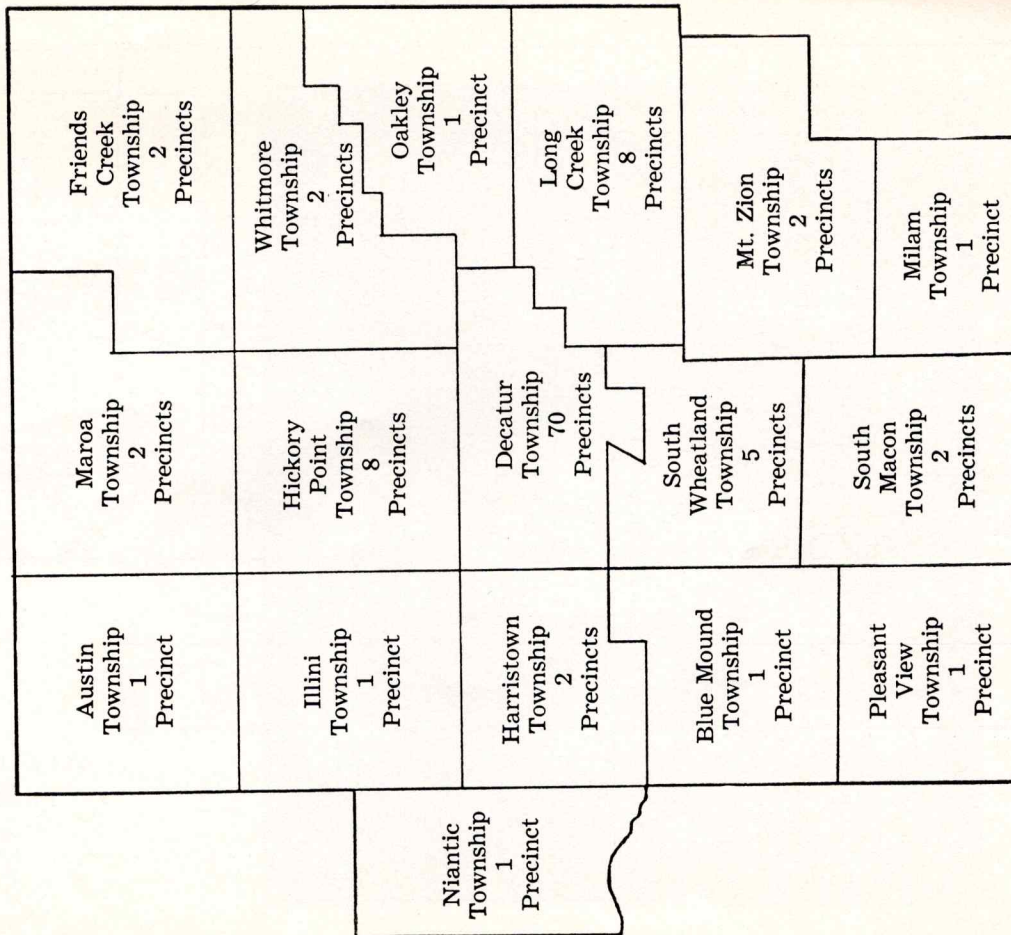
## WATER DISTRICTS

Recently, several water districts have been formed in Macon County, by referendum of the voters concerned. We now have four such districts: Hickory Point, South Wheatland, Long Creek, and Harris-town. Sometimes such a district will include part of another township; for instance, the South Wheatland district includes part of Blue Mound. All such districts are governed by 5 trustees, appointed by the circuit court judge.





# VOTING PRECINCTS IN MACON COUNTY Primary and General Elections



# ELECTION DISTRICTS AND REGULATIONS

Since there are so many governmental units in Macon County, there are, necessarily, a good many elections each year. The boundaries of the election districts may vary; different officials supervise these elections, according to the kind of district holding the elections; and even the regulations may vary, somewhat.

The primary, general, and township elections are partisan—that is, the candidates run under party labels,—while the city, school, park, judicial (after the initial election of a candidate), special, and sanitary district elections are non-partisan.

## I. Primary and General Elections

There are 110 election precincts in Macon County, with 70 in Decatur Township.

The election official is the County Clerk, who is responsible for

1. the registration of voters
2. printing the ballots
3. furnishing supplies
4. training and examining election judges

The board of supervisors selects election judges from lists submitted by the county chairman of each party; 3 from the party which cast the greatest number of votes at the preceding general election for governor in the precinct; and 2 from the party which cast the second greatest number.

The board also selects the location of polling places in each precinct.

The election juror committee of the county board is responsible for maintaining and placing the voting booths.

The circuit court certifies the election judges.

## A. Primary elections are regulated by the state primary law.

The primary is held on the second Tuesday in June of every even-numbered year.

It is a selection within a party by party members to

1. elect party committeemen, previously nominated by petition;
2. nominate candidates for county, state, and national offices
3. elect delegates, and alternates to the national party conventions from the congressional district—this last in a presidential election year.

Not all candidates whose names will appear on the ballot in the general election are nominated in this primary election. Party conventions nominate trustees of the University of Illinois, judges of the court running for the first time, and the delegates-at-large, and alter-



nates-at-large, mentioned in (3) above. In addition, candidates who do not have the official backing of a party may be placed on the general election ballot by petition of a designated number of qualified voters.

B. The general election is held on the first Tuesday after the first Monday in November of every even-numbered year.

Th voter may vote for

1. candidates nominated by the primary, by the party conventions, or by petition
2. amendments to the Illinois constitution as proposed by the general assembly
3. propositions submitted to referendum by the general assembly
4. propositions submitted to referendum by the board of supervisors
5. propositions (up to 3) submitted on petition by an approved number of voters of the county.

C. Judicial Elections are held in conjunction with the general election.

1. Candidates are nominated for the first time by party convention.
2. Incumbent judges are re-elected by separate ballot with no party label, but only on the question whether they should remain in office.

## II. Township Elections

1. The election is held the first Tuesday in April in odd-numbered years. One half of the townships elect at one time; the other half in the next odd-numbered year.
2. The date coincides with the annual town meeting.
3. In Decatur Township, the election districts are the same as the precincts set for the general election (70 districts)
4. The town clerk is the election official.
5. Candidates have been nominated by party caucus.

## III. Municipal Elections

1. City and village primaries, when held, come in February, and the elections in April. State law determines the dates according to the size of the community and the type of government it has adopted.
2. The city or village clerk is the election authority, receiving petitions, providing ballots, arranging polling places, etc.

The City of Decatur

1. The primary is held the last Tuesday in February in odd-numbered years; a primary is necessary only if there are more than two candidates for mayor, and/or more than 6 for city council.
2. The election is held the third Tuesday in April.
3. Decatur has 46 election districts.

4. The city council is responsible for selecting 5 judges for each district and for selecting the polling places.
5. The city clerk is the election officer responsible for receiving petitions for the candidates, printing the ballots, and borrowing and placing the voting booths.
6. Mayor and council candidates are placed on the ballot on petition of at least 25 voters in the city.
7. Voters must meet every requirement for voting, except that they need not be registered.

## IV. School Elections:

1. The election is held on the second Saturday of April each year.
2. Decatur School district #61 has 27 election districts.
3. Candidates are nominated by petition of 50 or more voters within the district.
4. Decatur elects two or three board members each year.
5. Each school district holds and manages its own elections with the school board acting as election official.
6. All voting requirements are the same, including required registration.

## V. Park District Elections.

1. Park Board members are elected for staggered terms on the first Tuesday in April in odd-numbered years.
2. The park district has 68 election districts.
3. Candidates are placed on the ballot through petition of 2% of the total vote cast in the preceding election.
4. The park board acts as election official of the district, setting boundaries, and securing judges for each election area.
5. Registration is required.

## VI. Special Elections

A governmental body may call a special election

1. to fill a vacancy
2. to vote on a specific issue upon which the law requires a referendum
3. to vote on an issue for which a required number of voters have petitioned. Sometimes such an issue is presented to the voters in a regular election of that particular governmental body; however, the state sets time limits on such a vote, so that it may often happen that a special election must be called.

## VII. Sanitary District Election.

1. Members of the board are not elected, but are appointed by the circuit court judge.
2. The sanitary district board does have to submit some questions—such as a bond issue—to referendum.
3. The board of trustees then acts as election official, setting election districts, etc.
4. No registration is required.



# VOTING PROCEDURES

## Requirements

1. A citizen must be 21 years of age by the day of the election.
2. He must have lived in the state for one year, in the county for 90 days, and in the precinct for 30 days.
3. He must be registered in order to vote in most elections.
4. A citizen may vote for president after living in the state for 60 days, if he has been a qualified voter in the state or county from which he came; he votes in the office of the county clerk. He must apply for a ballot not less than 30 days before an election; after his application has been processed, he votes only for president and vice-president.

## Registration

1. A citizen may be registered if he shall have met all the above requirements by the date of the election.
2. Registration may be made at any time in the voter registration office in the county building, except the 28 days preceding an election and two days following.
3. Registration is permanent in Illinois; the only times a citizen of Macon County needs to register again are
  - a. when he has failed to vote for four years, or
  - b. when he has moved out of Macon County into another part of the state, or
  - c. when he has changed his name (or more usually, she has changed her name.)
4. Notice of change of address within the county should be sent to the voter registration office, signed by the voter personally, not less than 28 days before an election.

## Absentee voting

1. Anyone who expects to be absent from the county on election day may apply in person or by mail at the election office of the governmental unit holding the election for an absentee ballot. Such application should be made not more than 30 days, nor less than 5 days before the election (or three days if his application is in person).
2. Members of the armed forces and their dependents may apply for ballots not more than 100 days nor less than 5 days before an election (3 days if the application is made in person). Application must be made by the voter himself, or by a member of his family; such applications may be made by mail, and the ballot returned by mail. Registration is not required.
3. Any registered voter who is physically incapacitated may apply for an absentee ballot by submitting a sworn statement from the doctor (or Christian Science Practitioner) confirming the incapacity.

## Closed primary

The primary before the general election is a closed primary, which means that a voter asks for the ballot of the party of his choice when he goes to the polls. This party choice is recorded on his registration card. Thereafter he may not vote in the primary of another party, nor sign the petition for the candidate of another party for 23 months. Since the primaries are held every 2 years (or 24 months), he may change his party affiliation at the next primary.

## Marking the ballot

The only way to mark a ballot is by placing an X in the square before a candidate's name, or in the circle at the top of the ballot—this last when he wants to vote a straight party ticket. The lines of the X have to cross within the square (or in the circle). Any other mark will invalidate the ballot. If the voter makes a mistake, he should return the spoiled ballot to the election judge and ask for a new one.



To vote for someone not on the ticket, the voter should write the name of the candidate in a blank space under the office for which he wishes him to be elected; then, he must draw a square before the candidate's name, like the other squares above, and make an X in that square.

## Cumulative Voting

As this book goes to press, Illinois still has a unique procedure called "cumulative voting". This applies only to the election of representatives to the General Assembly.

In order to assure that the minority party in each of the state's representative districts will be represented in the General Assembly, this system is followed: three representatives are elected from each representative district, and each voter has three votes to distribute among the candidates. The voter may vote for only one candidate, and thereby give the candidate three votes; he may vote for only two candidates, so that each receives one and a half votes; or he may vote for only two and mark 1 before one candidate, and 2 before the other, thus:

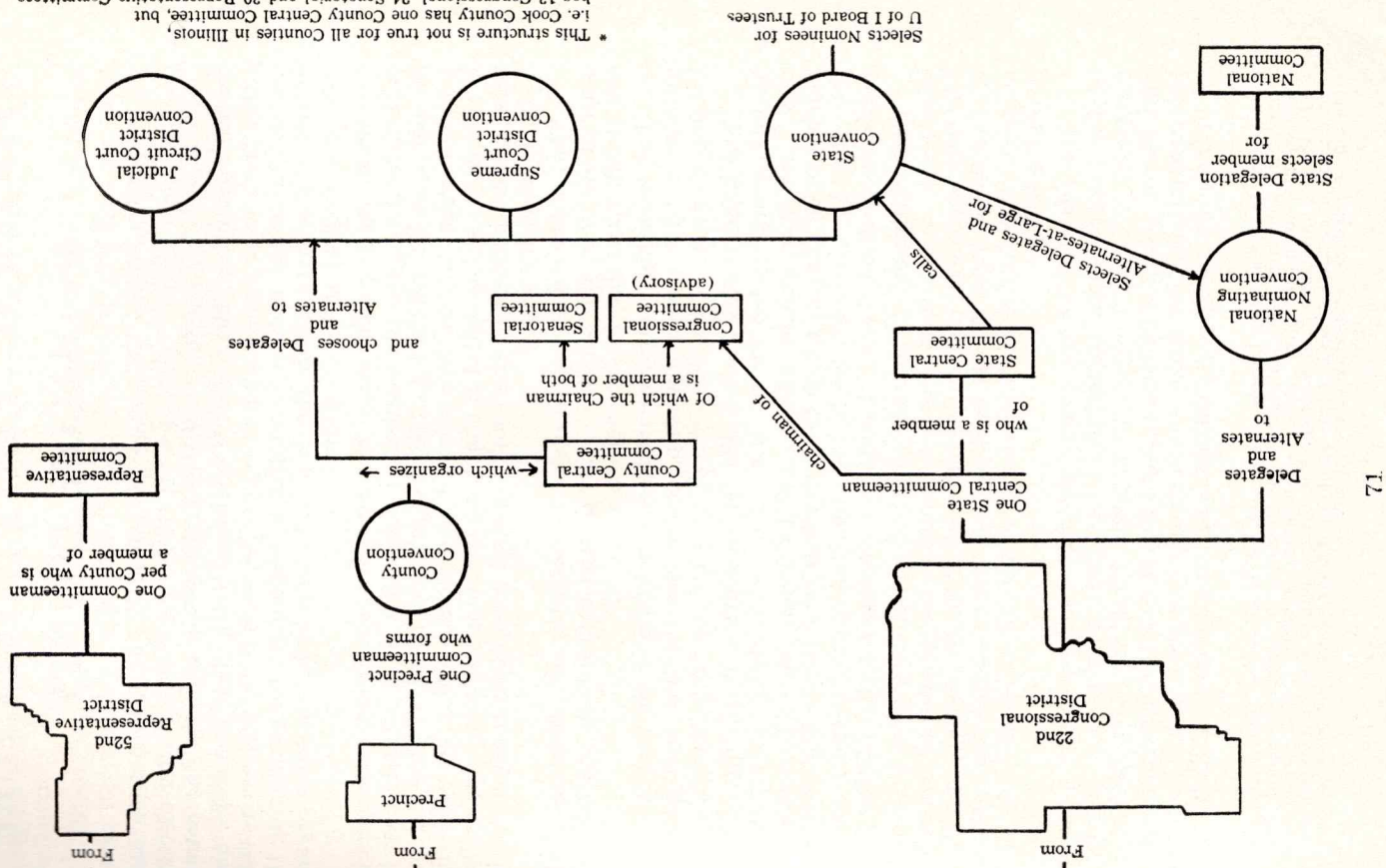
|                                     |             |
|-------------------------------------|-------------|
| <input checked="" type="checkbox"/> | 1 James Poe |
| <input type="checkbox"/>            | Harry Moe   |
| <input checked="" type="checkbox"/> | 2 John Doe  |
| <input type="checkbox"/>            | Richard Roe |



Or he may vote for three candidates, so that each receives one vote. Cumulative voting is used in both the primary and the general election; in the general election the voter may vote for representatives in either party, so long as he uses only a total of three votes for that office.

As a matter of agreement between the parties, many representative districts present only two candidates from each party for representative.

PARTY ORGANIZATION IN MACON COUNTY



\* This structure is not true for all Counties in Illinois, i.e. Cook County has one County Central Committee, but has 13 Congressional, 24 Senatorial and 30 Representative Committees.



## POLITICAL PARTY STRUCTURE IN MACON COUNTY

Within the party, a precinct committeeman is elected from each precinct for a term of two years. At their first meeting after election—the “county convention”—the committeemen organize the **county central committee**. They elect a chairman from their members, and, either from their membership or otherwise, such other officers as they desire. The county central committee is responsible for conducting the affairs of the party within the county. County and state party organizations are regulated by state law.

When electing a chairman in the county convention, each precinct committeeman casts the number of votes that were actually cast by his party in his precinct in the last primary election; thus precinct committeemen vary in their strength and power. While this procedure is normally used to select a chairman and may be used at any time, most of the business of the county central committee is conducted by a simple majority vote.

The county convention also selects delegates and alternates to the state convention, the supreme court district convention, and the judicial circuit court district convention.

The **township central committee**, consisting of the precinct committeemen within each township, determines the time and place for holding a caucus to nominate candidates for township offices.

The **52nd representative district committee**, consisting of three committeemen elected for two years from each county within the district (one from Macon, Shelby, and Christian counties) decides the number of candidates which the party will nominate in the district for the office of representative in the Illinois General Assembly, and fills vacancies both on the ballot and after election for that office.<sup>1</sup>

The chairmen of the county central committees from each of the counties in a senatorial district comprise the **senatorial committee**. The 50th senatorial district is composed of Macon, Shelby, and Christian counties. Their job is to determine the candidate the party will support for the office of state senator, and to fill vacancies in the office or on the ballot.<sup>1</sup>

The chairman of the county central committee is also a member of the **congressional committee**. The 22nd congressional district is composed of Coles, Douglas, Champaign, Moultrie, Piatt, DeWitt, Logan, Macon, Clark, Cumberland, and Edgar counties. The chairman of this committee is the state central committeeman, who has been elected in the primary by party members of the congressional district. The

<sup>1</sup> Vacancies in office occur when a man dies or is otherwise incapacitated, but a candidate who has been nominated may likewise be unable to serve. Then the appropriate committee may name a substitute, provided that he be named not less than 40 days before an election. Vacancies in office are filled by an appointee only until an election is held, either special or regular, and the office is taken over by the duly elected representative of the people.

congressional committee aids the campaign of the party nominee for Congress from this district. It also fills any vacancy in the office or on the ballot.

Illinois has twenty-five congressional districts. The state central committeemen, one from each district—elected, as indicated above, by party members in the primary—form the **state central committee**, selecting by their voting strength one of their number as chairman of the committee. They decide which candidates the party will support for state offices, and for United States senator, and fill vacancies in those offices and on the ballot.



# GLOSSARY OF TERMS

The following are terms not fully defined in the body of the Handbook:

**abstract of assessments**—A summary of the total assessed value of real and personal property in the county certified by the county clerk to the state department of revenue.

**accredited university**—A university certified by some accrediting agency such as the American Association of Universities as meeting their standards.

**aldermanic form of city government**—The election of aldermen from wards (sections of a city) with the election of a mayor from the city at large to form the city council. In Illinois the number of aldermen elected depends upon the population of the city.

**appraise**—To look at property, either real or personal, and estimate its value for tax purposes; to set a value on.

**appropriation**—Money set apart by formal action for a specific use.

**assess**—To place a money value on property for purposes of taxation.

**assessed value**—The money value of property for tax purposes, i.e., the total assessed value of a district is the sum of the assessed value of all property in the district.

**audit**—An official examination of the income received and the expenditures made for a stated period of time; an accounting.

**binding persons over**—The hearing, generally before a magistrate, on existing evidence to determine whether there is cause to bring the charges to the attention of the grand jury. Literally, the jailing or releasing on bond in order to insure appearance later either before the grand jury or for other proceedings in circuit court.

**blighted area**—An area, either urban or rural, in which the property has deteriorated in appearance or value.

**bonds**—An interest-bearing certificate, issued by a government (of a business) to borrow money; a mortgage. There are three types:

**general obligation bonds**—A mortgage on property to be paid off by the property owner in taxes levied against his property. Issued only upon a majority yes vote in a referendum, except that the park district may issue such bonds without referendum. The money is used to finance capital improvements.

**revenue bonds**—Issued by the government providing a service for capital improvements in that service and retired from the receipts of the service; i.e., water revenue bonds to extend water mains paid from water rentals. Such bonds do not require a referendum, but are subject to a "backdoor" referendum.

**special assessment bonds**—Issued to pay for capital improvements for a specific area and levied in pro-rated assessments (payable as an added tax) only on the residents within the area benefited; i.e., sewer assessment districts, downtown street lighting.

**bonding power**—The right of a government to borrow money, granted by the General Assembly usually on referendum, limited by the Illinois Constitution to 5% of the total assessed value of the district for general obligation bonds, and further limited by statutes imposed by the legislature according to the type of bonds issued.

**budget**—A financial statement of estimated income and expenses for a stated period of time, usually a year.

**capital improvements**—Major construction either in building new units and/or major re-modeling of old.

**caucus**—A meeting of the members or leaders of a party or faction to decide on policies or candidates to be supported.

**certification of tax levies**—Official, written notification from the corporate authority of a government to the county clerk of the amount of money needed from the property tax to support the operation of the government in its ensuing year.

**chattel mortgage**—A mortgage on personal property.

**civil trial**—(see trials)

**commission form of city government**—Election from the city at large of four commissioners and one mayor, each of whom serves as the administrator of a specific department.

**commission form of county government**—A county not divided into townships in which three commissioners elected from the county at large serve as the policy making board for the county.

**conservatorship and guardianship**—

**Conservator:** A court appointed officer who manages the estate of a person under legal disability other than minority.

**Guardian:** A court appointed officer who manages the affairs and property of a minor.

**corporate authority**—The officials or members of a board who have been elected or appointed to manage the affairs and property of a taxing district, having the authority to certify the tax levy.

**corporations, incorporation and dissolution of**—Under Illinois law, any one or more persons can form a corporation to conduct a business enterprise. The rights and liabilities of the corporation are then distinct from those persons composing it. In law a corporation is considered to be a "person". There are legal procedures for forming a corporation and for dissolving it.

**court of record**—In Illinois, a court in which formal record is required to be kept of all proceedings including testimony at trials. From these courts come our great body of legal decisions that aid in interpreting and defining our laws.

**criminal trial**—(see trials)

**decree**—An authoritative and formal order of a court.

**development plat**—A map of an area developed or in the process of being developed or re-habilitated.

**earmarked**—In government usage, to designate specific funds for a specific purpose from which they may not be diverted.

**equalization factor**—(see multiplier)

**executions**—A court order putting into effect the final judgment of the court.

**felonies**—Any of various crimes more serious than misdemeanors for which the only punishments provided is sentence to penitentiary or death.



**fiscal year**—A fiscal year is equivalent in time to a calendar year but may start on any day of any month set by state law; a fiscal year is the financial accounting year.

**grand jury**—A jury, meeting in secret, that examines into accusations of crimes, usually felonies, and reports its findings to circuit court in the form of true bills or indictments; not a trial jury. Twenty-three persons are selected by the board of supervisors to sit as the grand jury.

**grantee**—One to whom a transfer of property is made by deed.

**grantor**—One by whom a transfer of property is made by deed.

**grants-in-aid**—The reimbursement by state and/or the federal government of a portion of the costs involved in administering a program created by state and/or federal law, providing the local government meets the regulations stipulated in the law.

**incorporated areas**—The granting by the General Assembly of a petition signed by residents of an area to incorporate under the state law as a city or a village.

**interceptor sewer**—(see sewers)

**jurisdiction**—sphere of authority.

**original jurisdiction**—A term applying to the origin of cases in the courts; i.e., the court in which a case may be brought to trial.

**lateral sewers**—(see sewers)

**legal description**—As it pertains to real property, it is the location of the property on the development plat by the name of the development and the location of the lot.

**liens**—A legal claim on property for satisfaction of a debt or duty. Withholding tax lien, retailer's occupation tax lien or income tax lien are all claims on property for unpaid taxes. Mechanics lien is a claim by a person or a business against a property for non-payment of services rendered, or materials applied thereon.

**multiplier**—The department of revenue computes for each county clerk a multiplier which is the quotient of 100 divided by the equalization factor (assessment ratio) for that county.

examples: If the county equalization factor is  
40% (100 ÷ 40) 2.5 is the multiplier.  
25% (100 ÷ 25) 4.0 is the multiplier.

**equalization factor (assessment ratio)**—By making an analysis of property transfers and appraising samples of property in each county, the department of revenue arrives at the ratio of the assessed value of locally assessed property to its full value. On the basis of this information the department certifies to each county clerk the percentage by which the county shall increase or decrease the total assessed valuation of locally assessed property to bring the total up to full, fair cash value. The percentage is called the equalization factor or assessment ratio. A 1959 law permits the county board of review and the supervisor of assessments to use the process on individual townships within the county.

**equalized assessed value**—The assessed value times the multiplier.

**municipal corporation**—Popularly we think of this term as applying to cities; however, in the law any governmental subdivision is a municipal corporation.

**mortgage**—A pledge on property as the security for payment of a debt; becomes void upon settlement of the obligation.

**motor fuel tax allotments**—The monies collected by the state from the gasoline tax and vehicle licenses and partially returned to local governments based on a distribution formula stated in law.

**ordinance**—A law or regulation passed by the corporate authority of a county, city or village. Ordinances must always conform to state laws and the state constitution.

**payment draft**—A form, similar to and sometimes used in place of a check, instituted and used by a government to facilitate the payment of bills.

**per diem**—Latin meaning "by the day."

**petit jurors**—The twelve registered voters, selected by lot from a list compiled by the board of supervisors, to judge facts in a case at law; either civil or criminal cases in courts of record; a trial jury.

**political subdivision**—A government created by state law authorized to levy taxes and provide services: syn, a taxing district, governmental body.

**post-audit**—The official examination and tabulation of all income received and all expenditures made by a political subdivision at the conclusion of the fiscal year.

**preliminary hearing**—A hearing conducted by a judge or before a grand jury, to determine the nature of a crime and if enough evidence is present to bind a person over for trial.

**pro-rate**—In proportion; according to share, interest, or liability of each.

**property**—The exclusive right to possess, enjoy, and dispose of, a thing; ownership.

**personal property**—property which is generally considered movable, i.e., cars, dogs, stocks, bonds, furniture, etc.

**real property**—property which is generally considered fixed; i.e., land, buildings.

**property tax**—The general property tax is the combined total of the taxes you pay each year on both real and personal property.

**quadrennial year**—The year fixed by law at which time real property is supposed to be reappraised by the township assessor. Generally in Illinois, quadrennial years are four years apart.

**referendum**—The right of the people to decide an issue by voting directly on it.

**"backdoor" referendum**—The right of the people to petition within a specified time limit for a referendum upon a specified governmental action to determine whether or not such action should be rescinded.

**requisitions**—A form upon which the request for something, i.e., supplies, money, equipment, etc., is made by the department head to the purchasing agent.

**retailer's occupation tax**—Popularly called the "sales tax" based on retail sales of tangible property for use or consumption.



**revenue**—The annual or periodical yield of taxes, excises, customs, duties or rents, etc., which a nation, state or municipality collects for public use.

**separation papers**—Discharge papers from the armed forces.

**sewers**—An artificial, usually subterranean, conduit to carry off water and waste.

**interceptor sewers**—The large artery into which all lateral sewers eventually empty and from which the sewage flows directly to the disposal plant. Owned and maintained by the sanitary district.

**lateral sewers**—The sewers under streets or alleys to which the property owner taps on. In Decatur laterals may be owned and maintained by the city. Outside the city limits, laterals may be owned by the township, by special assessment districts, or by the sanitary district.

**special assessment**—A tax for local improvement put only on the property benefited.

**special funds**—Created by state law to provide a needed or wanted service not already provided within the framework and financial ability of existing governments. Special funds are generally attached to a city government which certifies their tax levies.

**state-aid-roads**—Roads or streets that are not federal or state highways but which are designated by the department of public works and buildings as arterial streets (main feeders to highways) and as such, deserving of maintenance from the motor fuel tax allotments.

**statute**—A law enacted by a legislature.

**summons**—A citation or warning to appear in court is served by a sheriff.

**tax extender**—The person who extends the tax rate; figures or calculates the rate.

**tax levy**—The amount of money certified by a taxing district as needed from the property tax to support the operation of the district for the coming year.

**tax maps**—Maps used by the supervisor of assessments to check the locations of properties and the improvements made thereon.

**tax rate**—The amount of the tax levy divided by the total assessed valuation of all the taxable property within a taxing district gives the tax rate.

**taxing district**—(see political subdivision)

**trials**—The formal judicial examination of the matter in issue in a cause to determine the issue.

**civil trials**—The right of redress where an individual wants another to pay for damaging him or his property; not a violation of the law; one person against another.

**criminal trials**—Relating to crimes against the law; the state (public) versus the person.

**unincorporated areas**—Those areas in a county outside the limits of incorporated areas.

**voter registration**—In Illinois the voter must register in order to vote in party primary or general elections. The registration is considered to be permanent in that a voter does not have to renew his registration (see voting requirements).

**Warrant**—A writ giving authority, as to make an arrest, to search, to pay or deliver something, etc.