

COUNTY OF MENARD    )  
                                  ) S.S.  
STATE OF ILLINOIS    )

The Menard County Board of Commissioners met on Thursday, November 22, 2016, at 6:00 p.m. in the Commissioners' Room of the Menard County Courthouse, 102 S. Seventh Street, Petersburg, Illinois. Commissioners Robert Lott, Allan Anderson, Ed Whitcomb, Troy Cummings, and Jeff Fore were physically present. A quorum was present. County Coordinator Dara Worthington, County Treasurer Pam Bauser and State's Attorney Kevin Tippey were also present.

Chairperson Lott called the meeting to order at 6:00 p.m.

**Fiscal Year 2017 Budget Planning & Preparation including discussion of the following: Special Revenue & Fiduciary Fund Preparation & Review, as needed, & General Fund Budget Preparation & Review, as needed**

**Department's Report County /Requests for Board Action**

County Coordinator Dara Worthington presented Fund 037, Animal Control, for review and discussion, primarily adding health insurance for the main officer and paying for the vehicle.

County Probation Administrator, Dara Gilbert, was in attendance and presented her budgets for Board review and discussion. A lengthy discussion ensued regarding the line items within Funds 009 and 060 and which fund is responsible for certain line items per statute. As part of that, salary increases for all departmental staff were discussed.

Commissioner Cummings moved to approve a 4% raise for an employee covered under the County. Motion died for lack of second.

A final determination was made that the Probation Officers will receive a 5% salary increase as designated by Judge Diane Lajoski, who oversees that department, and that support staff shall receive the same 2% salary increase as other county employees.

The Board briefly reviewed various other line items such as 008 Courts, 010 General Fund, 028 IMRF/FICA, and 026 Court Security.

A general overview of the entire budget followed with revisions being made to some numbers. Treasurer Pam Bauser will provide an updated copy for review at the next meeting.

Coordinator Worthington presented an amendment to the County Clerk's stationery line item for approval. Commissioner Anderson moved to approve the amendment. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

Commissioner Fore moved to enter into Executive Session at 8:22 p.m. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

Commissioner Cummings made a motion to return to Open Session at 8:30 p.m. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

A yearly benefit/wage statement was suggested for all employees.

Coordinator Worthington presented the final draft of the employee personnel policy.

### **Adjournment**

With no other business coming before the Board, Commissioner Fore moved to adjourn the meeting at 8:45 p.m. Commissioner Anderson seconded the motion. The motion carried unanimously.