

COUNTY OF MENARD        )  
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STATE OF ILLINOIS        )

The Menard County Board of Commissioners met on Tuesday, November 8, 2011, at 6:00 p.m. in the Commissioners' Room of the Menard County Courthouse, 102 S. Seventh Street, Petersburg, Illinois. Commissioners Merle Kirby, Bob Lott, Barb Kyes and Ed Whitcomb were physically present. Commissioner Jeff Fore was unable to attend. A quorum was present. County Treasurer Jackie Horn, County Clerk Gene Treseler, State's Attorney Ken Baumgarten and County Coordinator Steve Duncan were also in attendance.

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

Commissioner Kyes moved to approve the consent agenda which included the minutes from the October 25, 2011 regularly scheduled Board meeting and the Menard County Community Services Monthly Report for October 2011. Commissioner Whitcomb seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

**Hearing of Citizens (Unscheduled Public Comments/Requests for Board Action)**

There were no unscheduled public comments or requests for Board action.

**Sunny Acres/Countryside Estates Report/Requests for Board Action**

Sunny Acres Nursing Home Administrator Pat McNeal was in attendance and gave an overview of Sunny Acres and Countryside Estates operations. She informed that the census at Sunny Acres was 98 and the Countryside Estates census was 20 residents. She informed that the pay mix at Sunny Acres was Medicare A - 7; Private Pay – 42; Other Insurance - 1; and Public Aid – 48.

Ms. McNeal informed that the water heater at the Sunny Acres Nursing Home had to be replaced and it was still under warranty. She informed that the floor replacement continued in the Lilac wing. She informed that Sunny Acres was advertising for Certified Nursing Assistant positions (11 p.m. to 7 a.m. shifts and part-time), registered nurse positions (for evening and midnight shift) and dietary aides (for the 4 p.m. to 8 p.m./6 a.m. to 2 p.m. shifts).

Ms. McNeal informed that the estimate for Fiscal Year 2011 private pay revenues was being adjusted downward from approximately \$2,006,462 to \$1,853,058. She informed this would result in a change of net income to \$419,681 (assuming State of Illinois payments are made; currently public aid payments owed to Sunny Acres Nursing Home, from March 2011 to present, equals \$533,303). She provided an overview of intergovernmental transfer reimbursements.

Commissioner Kyes moved to transfer \$150,000 from the Countryside Estates Fund to the Sunny Acres Nursing Home Fund to assist in paying bills. (It should be noted that the Countryside Estates Fund owes money to the Sunny Acres Nursing Home Fund.) Commissioner Whitcomb seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

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

County Treasurer Jackie Horn presented an overview of the General Fund balance trends since 2001. The Board was informed that the General Fund balance (or fund reserves) had been added to every year since 2005. It was pointed out that this would not be the case in Fiscal Year (FY) 2011 nor was it being projected to occur in FY 2012.

Ms. Horn presented line item budget transfer requests for the Treasurer's office FY 2011 budget. Commissioner Lott moved to approve the line item budget transfer requests, as presented. Commissioner Whitcomb seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Ms. Horn informed of some small changes that would need to occur to the Health Department's FY 2012 budget related to rental expenses. She informed the Board that the State's Attorney was evaluating whether any funds could be transferred from the Indemnity Fund to the General Fund.

### **County Clerk's Report/Requests for Board Action**

Commissioner Whitcomb moved to approve spending \$400 for the 2011 employee, Christmas/Holiday party. Commissioner Kyes seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

County Clerk Gene Treseler presented a proposed holiday schedule for calendar year 2012. The Board directed that it be placed on the next regular meeting's agenda for approval.

### **State's Attorney's Report/Requests for Board Action**

State's Attorney Baumgarten presented line item budget transfer requests for the State's Attorney's office FY 2011 budget. Commissioner Lott moved to approve the line item budget transfer requests, as presented. Commissioner Kyes seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

### **County Coordinator's Report/Requests for Board Action**

County Coordinator Duncan, on behalf of the Highway Department, presented "stipulated agreement 1605" between the State of Illinois/Illinois Commerce Commission, the Illinois & Midland Railroad, Tazewell County, Menard County and the State of Illinois/Illinois Department of Transportation. This agreement involves public improvements to be made at the railroad crossing over Chautauqua Road. It is estimated that Chautauqua Road, at the railroad crossing, will be closed for approximately one week. Commissioner Kyes moved to approve this agreement, as presented. Commissioner Whitcomb seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Duncan presented executive session minutes from the April 12, 2011 Board meeting and April 26, 2011 Board meeting to be considered for opening to the public. Commissioner Kyes moved to open the executive session minutes, as presented. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Duncan presented a proposal from Hanson Information Systems to replace computer hardware including the Courthouse building network server. Commissioner Whitcomb moved to approve the purchase and replacement of the computer hardware, as proposed. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Duncan presented a lease agreement proposal to rent storage space at the Menard County Farm Bureau building. Commissioner Lott moved to approve the lease agreement, as proposed. Commissioner Whitcomb seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

### **Individual Board Members - Report/Requests for Board Action**

Commissioner Lott inquired about the take home policy of vehicles at the County Highway Department. Mr. Duncan advised that the County Engineer should be contacted to inform of the policy.

Commissioner Whitcomb informed that the auction to take bids for the rental of the County-owned farm ground brought in a bid proposal to rent the farm ground for \$400 per acre. (Note: There was no other action taken regarding the County farm lease at this meeting although listed as an agenda item.)

### **EMS Department Fee Approval**

Commissioner Lott moved to approve an increase to EMS Department fees related to the ambulance transport and other services. Commissioner Whitcomb seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

### **Executive Session**

Commissioner Lott moved to enter into executive session to discuss the selection of a person to fill a public office (5 ILCS 120/2)(c)(3) at 7:01 p.m. Commissioner Whitcomb seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

The regular meeting reconvened at 7:15 p.m.

### **Fiscal Year 2012 Budget Review**

The Board was presented with the latest Fiscal Year 2012 budget. There was discussion that it was unlikely that the projected use of General Fund reserves would occur as budgeted as there was contingency built into the budget that often went unspent. It was also pointed out that the reader of the budget document should be aware that it is both an operating and capital budget.

### **FY 2011 General Fund Budget Transfers**

Commissioner Whitcomb moved to approve the following transfers from the General Fund, as budgeted in the FY 2011 budget document:

- Transfer of \$200,000 from the General Fund to the Building Improvement Fund (Note: Helps finance improvements to and maintenance of various, County facilities)
- Transfer of \$29,000 from the General Fund to the Animal Control Fund (Note: Provides revenues to operate the animal control department)

Commissioner Kyes seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

### **Resolution – Menard County Rescue Squad Trustee Appointment to Vacated Term**

Commissioner Lott moved to approve the resolution appointing Larry N. Smith to the vacant term on the Menard County Rescue Squad Board of Trustees. (Note: Term expires on the second Monday in December 2014.) Commissioner Whitcomb seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

### **Adjournment**

With no other business coming before the Board, Commissioner Lott moved to adjourn the meeting at 7:31 p.m. Commissioner Whitcomb seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.