

COUNTY OF MENARD        )  
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STATE OF ILLINOIS        )

The Menard County Board of Commissioners met on Tuesday, October 8, 2013, at 6:00 p.m. in the Commissioners' Room of the Menard County Courthouse, 102 S. Seventh Street, Petersburg, Illinois. Commissioners Merle Kirby, Ed Whitcomb, Jeff Fore, Allan Anderson and Bob Lott were physically present. A quorum was present. County Clerk Gene Treseler, State's Attorney Ken Baumgarten and County Coordinator Steve Duncan were also present.

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

Commissioner Anderson moved to approve the consent agenda which included the minutes from the September 24, 2013 regular Board Meeting; October 1, 2013 special Board Meeting; approval of the Menard County Community Services monthly report for September 2013; and the Bruce Harris & Associates invoice related to quarterly GIS map maintenance expenses. Commissioner Lott seconded the motion. The motion carried unanimously.

**NEW BUSINESS**

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

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

**Courthouse Roof Project; Bid Submissions**

Carl Fischer, FWAI Architects, was in attendance to discuss the courthouse roof project bid submissions and recommend that the Board accept the low bid from Trotter General Contracting, Inc. (\$308,596) with an add alternate of \$15,114 for substituting copper for the base bid Kynar-finished metal for selected portions of the project.

Commissioner Whitcomb moved to accept the low bid from Trotter General Contracting, Inc. (\$308,596) with an add alternate of \$15,114 for substituting copper for the base bid Kynar-finished metal for selected portions of the project, as recommended. Commissioner Lott seconded the motion. The motion carried unanimously.

**Health Department Report/Requests for Board Action**

Cheryl Lee, Menard County Health Department Administrator, was in attendance and provided an overview of the Health Department's financial condition, informing that the Health Department is currently under the \$50,000 line of credit and currently does not owe the County any money due to an infusion of funding from the Local Health Protection Grant program.

Commissioner Fore moved to approve the payment of various Health Department bills (and as deemed needed per the County extending the Health Department's line of credit to pay said bills), as presented. Commissioner Lott seconded the motion. The motion carried unanimously.

There was discussion of a possible septic seepage issue and the Board asked Ms. Lee to look into the matter.

### **Highway Department Report/Requests for Board Action**

Tom Casson, County Engineer, was in attendance and presented a general update on Highway Department operations and projects highlighting an informational meeting to be held October 23, 2013 regarding Athens Blacktop Road improvements.

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

Pat McNeal, Sunny Acres Nursing Home Administrator was in attendance and provided an overview of Sunny Acres and Countryside Estates operations. Ms. McNeal stated that the census for Sunny Acres was 87 total and Country Side Estates has one vacant apartment. She informed that the pay mix at Sunny Acres was Medicare A – 14; Private Pay – 40; Public Aid – 33.

Ms. McNeal provided an overview of operations including an update on managed care issues and Federal/State changes related to long-term care. She informed that the generator would be delivered around the end of the first week of November. She informed that a repair to a broken water line between the Sunny Acres kitchen and boiler room had been completed. She informed that the kitchen's fryer would have to be replaced as it was no longer usable. Ms. McNeal provided information concerning where she believed starting salaries should be set for registered nurses, licensed practical nurses and certified nursing assistants.

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

There were no report/requests for Board action.

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

County Clerk Treseler asked for and received document signatures from Chairperson Kirby related to the tax sale of parcels 11-24-406-045 & 046. He presented a proposal regarding setting the holidays and courthouse closings for Calendar Year 2014 in conjunction with what is set by the State of Illinois court system.

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

There were no report/requests for Board action.

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

Commissioner Whitcomb moved to open executive session minutes from the March 26, 2013 Board meeting. Commissioner Lott seconded the motion. The motion carried unanimously.

County Coordinator Duncan informed the Board of issues related to the installation of wiring. (related to the State of Illinois court system's upgrades of recording equipment in courtrooms) informing that they could not complete the work because of concerns about the courthouse roof condition. Mr. Duncan confirmed with Commissioners Fore and Lott possible dates for collective bargaining with the Fraternal Order of Police. On behalf of EMS Administrator Larry Graf, Mr. Duncan provided to the Board information about becoming a certified ambulance coder which, if trained, might allow for emergency medical technicians the ability to do medical coding.

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

The Board directed that the auction to take bids for rental of the County-owned farm ground shall be held on October 28, 2013.

### **Special Revenue & Fiduciary Fund Preparation & Review, as needed & General Fund Budget Preparation & Review, as needed; FY 2014 Workers Compensation & Property/Casualty Renewal; Employee Health Insurance Changes/Consideration of HOPE Trust Proposal**

County Coordinator Duncan informed that based on his understanding of the Board's direction, it would be placed on the next regular meeting's agenda to move the County employee's health insurance program to the HOPE (Health Options for Public Entities) Trust, a trust involving several participating counties, municipalities and special districts. The Board concurred that this should be an agenda topic at the next meeting and that it was their intent to make this move.

County Coordinator Duncan presented some of the special revenue budget submissions (e.g., Liability & Insurance and Retirement & FICA Fund) for the Board's review. Mr. Duncan spent time providing an overview of the budgets submitted for review (copies on file). It was recommended that the Board budget to fund the enhanced SLEP cost in the estimated amount of \$55,000. There was discussion that departments should approach the Board with requests to spend funds from the Building Improvement Fund.

Commissioner Fore moved to accept the ICRMT renewal proposal for provision of workers compensation and property/liability insurance for Fiscal Year 2014. Commissioner Lott seconded the motion. The motion carried unanimously.

The Board spent time discussing the General Fund budget submissions. There was discussion about whether Sunny Acres Nursing Home should be asked to budget and transfer \$60,000 in funds to the County's General Fund or whether the County-owned farm ground should be seen as a Sunny Acres asset or County asset. County Coordinator Duncan informed that it had been stated in the past that such transfers should be seen as a benefit to the County taxpayers from owning and operating a nursing home business and farm ground (in the form of lessening the need for additional tax dollars for funding services to the broader public). It was pointed out that making investments in Sunny Acres was an investment in providing jobs and a form of economic stimulus for Menard County.

### **Executive Session**

Commissioner Whitcomb moved to enter into executive session to discuss litigation as allowed by (5 ILCS 120/2(c)(11) and collective negotiation matters as allowed by (5 ILCS 120/2(c)(2) at 7:41 p.m. Commissioner Lott seconded the motion. The motion carried unanimously.

The regular meeting reconvened at 7:59 p.m.

The Board spent time discussing what they intend to set the salaries at for the upcoming vacancies in the County Clerk's, County Treasurer's and Sheriff's elected offices. The consensus of the Board informed that it was their intention to set the County Clerk and County Treasurer offices at a starting salary of \$47,500. The consensus of the Board also announced that they did not intend to budget and fund these offices at the same level in Fiscal Year 2015. They discussed that this would be done by not budgeting for as many full-time positions in either the County Clerk's and County Treasurer's office. The Board informed that they wanted to think about the Sheriff's salary some more as they recognize that this is a much larger department to operate. There was discussion that some of the Sheriff's Department salaries (non-union) should be looked at in relation to expected new employees taking certain positions. The Board informed that by announcing their intentions now, those contemplating running for these elected positions could take into account the Board's plans for these offices.

There was discussion among the Board about retaining some more control over some budgeted line items related to large capital expenditures and contingency line items. County Coordinator Duncan informed that he wanted to spend more time with a few of the General Fund-financed departments in discussing their budget submissions. The Board agreed with this request.

### **Adjournment**

With no other business coming before the Board, Commissioner Whitcomb moved to adjourn the meeting at 8:36 p.m. Commissioner Fore seconded the motion. The motion carried unanimously.