

COUNTY OF MENARD)
) SS.
STATE OF ILLINOIS)

The Menard County Board of Commissioners met on Tuesday, August 9, 2011, at 6:00 p.m. in the Commissioners' Room of the Menard County Courthouse, 102 S. Seventh Street, Petersburg, Illinois. Commissioners Merle Kirby, Barb Kyes, Jeff Fore and Bob Lott were physically present. Commissioner Whitcomb was not in attendance. County Treasurer Jackie Horn, County Clerk Gene Treseler, State's Attorney Ken Baumgarten and County Coordinator Steve Duncan were also in attendance.

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

Commissioner Kyes moved to approve the consent agenda which included the regular minutes from the July 26, 2011 regularly scheduled Board meeting and the Menard County Community Services Monthly Report for July 2011. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

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

Bruce Waide, representing the Menard County Sportsman's Club, was in attendance. He provided an overview of their organization's desire to construct a new building on the Menard County Fairgrounds property. As Menard County is the property owner of the Fairgrounds, Mr. Waide sought assurances from the Board that such an investment in building on that property would be protected, likely by entering into some kind of agreement between Menard County and the Sportsman's Club. Commissioner Lott pointed out that any improvement that got made on the property would ultimately belong to Menard County. State's Attorney Baumgarten concurred with Commissioner Lott. Chairperson Kirby stated that he felt that there needed to be a meeting between the Menard County Fair Board, Board of Commissioners and Sportsman's Club to discuss the issue. County staff informed that it would be appropriate to have the Sportsman's Club name Menard County an additional insured on their insurance policy.

Dick Moss, representing the Menard County Tourism Council, was in attendance and informed that the Tourism Council wanted to try to coordinate with the Board of Commissioners, criteria for awarding grant funds from the hotel/motel tax. Mr. Moss stated that it was his understanding that the monies should be used, first and foremost, for tourism-related promotion and advertising and that the funds should not go to private entities but rather non-profit events and organizations, with priority given to new grant applicants over repeat grant applicants. Commissioner Kyes asked that the Tourism Council put together a written policy and then submit that to the Board of Commissioners for consideration. County staff informed that the budget (paid for with hotel/motel tax revenues) for the Tourism Council and grant awards had been set at \$16,000 for Fiscal Year 2011. Chairperson Kirby reiterated the request to have the Tourism Council put together a written policy and then submit it to the Board of Commissioners for consideration. Chairperson Kirby informed that he would also like to see how the money is distributed around Menard County.

Highway Department Report/Requests for Board Action

Tom Casson, County Engineer, presented Highway Department bills for July 2011. Mr. Casson informed that a representative of the Menard County Rescue Squad had approached the Highway Department about purchasing fuel from the Highway Department and then accessing this fuel from the tank located at the Highway Department. After discussion, the direction of the Board was that they did not think, for accounting and monitoring purposes, that agencies not under the auspices of Menard County or Board of Commissioners should be involved in such an arrangement.

Mr. Casson, in regard to the scour mitigation plan for the Altig Bridge Avenue bridge, informed that he tried to find outside funding help from such agencies as the Soil & Water Conservation Service but was none was found. He informed that he needed to proceed with the project as the work had to be done.

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 at 98 and the Countryside Estates census was 22 residents with the waiting list to be used for the next admission. She informed that the pay mix at Sunny Acres was Medicare A - 4; Private Pay – 41; Insurance - 1; and Public Aid – 52.

Ms. McNeal provided an overview of various building projects at both Sunny Acres and Countryside Estates. She presented a request by a family member to consider installation of hand railing, at Countryside Estates, to aid in exiting vehicles.

Commissioner Lott moved to approve payment #1 to Bowsher Roofing (for roof replacement and vinyl siding installation at Countryside Estates), in the amount of \$47,535.83. Commissioner Fore seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

Ms. McNeal presented a quote from Oakley Electric for installation of a hook-up generator, at Countryside Estates, in the amount of \$9,320.84. After discussion that the cost was too high for what was necessary, Commissioner Lott informed that he would try to meet with the potential contractor to discuss what the Board feels is needed.

Ms. McNeal informed that there is an expectation that Sunny Acres will see a reduction in Medicare reimbursements but still more than what was being received in the past. She informed that Sunny Acres Nursing Home had hired five “CNA’s” and one part-time nurse that had been employed at the Menard Convalescent Center. Commissioner Kyes informed that she had received compliments about the new cook at Sunny Acres.

County Treasurer’s Report/Requests for Board Action

County Treasurer Jackie Horn informed that she had paid off the liability incurred with the 2010 “phase-in” rate with the Illinois Municipal Retirement Fund.

County Clerk’s Report/Requests for Board Action

County Clerk Treseler presented a resolution to approve disposing/transfer of deed of property acquired through non-payment of taxes, Property Identification Number 11-24-406-202. Commissioner Fore moved to approve the resolution, as presented. Commissioner Kyes seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”. The resolution shall be known as **Resolution 23-11**.

State’s Attorney Report/Requests for Board Action

There was no report/request for Board action.

County Coordinator’s Report/Requests for Board Action

County Coordinator Duncan presented a quote to replace the fax machine, located in the Circuit Clerk’s office, but utilized by multiple County departments. Commissioner Fore moved to approve the purchase of the fax machine, as presented. Commissioner Lott seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

Mr. Duncan presented the new COBRA and retiree health insurance rates and informed that these rates would be in effect through 2012. He informed that the lift rental to evaluate the Courthouse dome leak had been tentatively scheduled for August 19th. He informed that a painting contractor had stopped by the office to see if the County needed the grain bins, located on the County farm property, painted. He reminded the Board that the County still needed to find a replacement for the Board of Review as there was a vacancy. He informed the Board of zoning matters that would be brought before the Board including a re-zoning application from Ronald Pond.

EMS/Community Services Department Report/Requests for Board Action

EMS Administrator Larry Graf was in attendance. He passed out the most recent EMS Department transport log.

Mr. Graf presented an opportunity to purchase a used ambulance with 27,927 miles for \$30,000. He provided information on the maintenance costs and mileage of current, EMS Department vehicles. The consensus of the Board was that Mr. Graf should pursue the purchase of the ambulance, with the purchase not to exceed \$30,000

Individual Board Members - Report/Requests for Board Action

Chairperson Kirby announced that it appeared as though Menard County would be joining forces with Sangamon County to create a rural transportation network and that Commissioner Whitcomb would be the Board's representative for this effort.

Fiscal Year 2010 Audit Review/Fiscal Year 2012 Budget Preparation

Independent Auditor, Mike Feriozzi, was in attendance and presented an overview of the Fiscal Year 2010 audit. Mr. Feriozzi discussed the need to ensure that medical bills being paid by Menard County were indeed related to bills being incurred by the Menard County self-funded health insurance program. There was discussion about the need for Mutual Medical to provide their SAS70 audit to the County. It was suggested that perhaps very expensive claims could be cross-checked with the third-party claims adjustor (Mutual Medical and MedTrak) as one self-audit test. There was discussion about sending the auditor or County staff to Mutual Medical's office to perform an audit test.

There was discussion of creating a revolving loan fund to assist other taxing jurisdictions and non-profit groups. There was discussion that the legality of creating such a fund would need to be investigated. The Board spent time discussing budget instructions for Fiscal Year. The instructions, at this time, were as follows:

- Total, proposed spending should not be increased from FY 2011, with the exception of personnel costs. Unless a contractual obligation or ordinance requires otherwise, the Board agreed to tentatively look at a 3% increase for full-time employees. The Board informed that they want all elected officials and department heads to plan on appearing before them to discuss their budget submission. Also, if an elected official/department head is unable to comply with the budget instruction to hold spending at FY 2011 level (with the exception of personnel) to be ready to justify the increased spending.

A budget request from the University of Illinois, Sangamon-Menard Extension Unit was presented to the Board, in the amount of \$29,725.

There was discussion about creating a capital budget for Menard County that could be viewed separate from the combined capital and operating budget.

Executive Session

There was no executive session held at this meeting.

Adjournment

With no other business coming before the Board, Commissioner Lott moved to adjourn the meeting at 8:23 p.m. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".