

COUNTY OF MENARD)
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STATE OF ILLINOIS)

The Menard County Board of Commissioners met on Tuesday, October 18, 2011, at 6:15 p.m. in the Commissioners' Room of the Menard County Courthouse, Petersburg, Illinois for a special meeting to discuss Fiscal Year (FY) 2012 budget planning and preparation. Commissioners Merle Kirby, Barb Kyes, Bob Lott, Jeff Fore and Ed Whitcomb were physically present. A quorum was present. County Treasurer Jackie Horn and County Coordinator Steve Duncan were also in attendance.

Chairperson Kirby called the meeting to order at 6:15 p.m.

Fiscal Year 2012 Budget Preparation & Review

Animal Control – Dr. Brad Willis, Animal Control Administrator, was in attendance and provided an overview of Fund 37 (Animal Control Fund). There were no changes to the budget, as presented. The Board directed Dr. Willis to prepare an ordinance to raise fees for animal tags by 20%, to become effective January 1, 2012, as it had been many years since the fees had been adjusted while costs continued to rise.

Health Department – Health Department Administrator Alicia Davis was in attendance and provided an overview of budgets for Funds 25 (Health Department Fund) and 39 (Tuberculosis Fund). She informed of changes to the liability insurance, workers compensation and building rental line items in Fund 25. There were no changes to these budgets, as presented. She informed that the Health Department regularly adjusted the fee structure for services.

Sunny Acres Nursing Home/Countryside Estates – Sunny Acres Administrator Pat McNeal, Office Manager Christina Hayes, Financial Consultant John Smith and Independent Auditor Mike Feriozzi were in attendance and provided an overview of Funds 65 (Sunny Acres Nursing Home Fund) and 66 (Countryside Estates). There were no changes to these budgets, as presented. It was projected that Sunny Acres revenues would provide a gain of \$55,392 over expenditures. It was also estimated that Sunny Acres has approximately \$6 million in equity, found largely in the value of the building(s).

Executive Session

Commissioner Lott moved to enter into executive session to discuss the appointment, employment, compensation of a specific employee (5 ILCS 120/2)(c)(1) at 7:06 p.m. Commissioner Fore seconded the motion. The motion carried unanimously.

The regular meeting reconvened at 7:11 p.m.

Commissioner Kyes moved to approve a memorandum of understanding between Menard County and Pat McNeal concerning employment of Ms. McNeal as the Administrator of Sunny Acres Nursing Home and Countryside Estates. Commissioner Fore seconded the motion. The motion carried unanimously.

Emergency Medical Services – EMS Administrator Larry Graf, EMS Fiscal Officer Dara Worthington, Administrative Assistant Ann Gorman and Independent Auditor Mike Feriozzi were in attendance and provided an overview of two versions of the proposed budget for Fund 31 (Emergency Medical Services Fund). After much discussion, the Board tentatively approved the budget version presented that indicated \$320,000 in real estate taxes being levied to collect, with direction that EMS staff evaluate where savings could be found in the budget (e.g., reducing the expenditure for automobile capital expense) and if the cost of service should be raised to match the County's cost to provide said service.

ETSB (911) – EMS Administrator and ETSB chairperson Larry Graf provided an overview of the proposed budget for Fund 63 (ETSB 911). There were no suggested changes from the Board of Commissioners to this budget. Chairperson Kirby, representing Menard County, and Mr. Graf, representing the ETSB signed off on a memorandum of understanding (MOU) between Menard County, Menard County Sheriff and Menard County

ETSB to reimburse the County for labor costs associated with providing dispatching services. (Sheriff Chuck Jones had already signed off on the MOU, as the Menard County Sheriff.)

The Board, County Treasurer Horn and County Coordinator Duncan spent meeting time reviewing and preparing the following, proposed budgets: 38 (Law Library Fund); 40 (County Farm Fund) - changed "farm maintenance" line item to \$5,000 and "Transfer to General Fund" line item to \$60,000; 43 (County Fair Fund); 44 (GIS Fund) – County Coordinator Duncan presented a letter from Bruce Harris & Associates with their proposed costs to perform GIS map maintenance; 57 (Cooperative Extension Service Fund); 58 (Building Improvement Fund); 59 (Court Document Storage Fund) – reviewed changes including addition of a "stationery and supplies" line item in the amount of \$1,000 and an increase in the "document storage expense" from \$4,000 to \$6,000; 90 (Court Fund); 94 (Public Land Dedication Fees Fund); 97 (Tourism Promotion Fund) – the Board indicated that they would like to invite the Menard County Tourism Council Executive Director to a meeting to answer some questions.

County Coordinator Duncan presented the most recent draft of the General Fund budget that had been reviewed and tentatively approved by the Board. He presented a letter to be sent to the Regional Superintendent of Schools #38 advising that organization of Menard County's intentions regarding funds to be allocated to said organization. Chairperson Kirby signed the letter, as written.

Menard County Rescue Squad Trustee Vacancy

Chairperson Kirby informed that Mike Whitehurst had resigned as a trustee of the Menard County Rescue Squad and the Board would need to find a replacement.

Adjournment

Commissioner Lott moved to adjourn the special meeting at 9:05 p.m. Commissioner Whitcomb seconded the motion. The motion carried unanimously.