

COUNTY OF MENARD)
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STATE OF ILLINOIS)

The Menard County Board of Commissioners met on Tuesday, March 31, 2009, at 10:00 a.m. in the Commissioners' Room of the Menard County Courthouse, Petersburg, Illinois. Commissioners Merle Kirby, Barb Kyes, Jeff Fore, Bob Lott and Ed Whitcomb were present. State's Attorney Ken Baumgarten, County Clerk Gene Treseler and County Coordinator Steve Duncan were also in attendance at the beginning of the meeting.

Commissioner Kirby called the meeting to order at 10:00 a.m.

Commissioner Kyes moved to approve the consent agenda which included the regular minutes from the March 10, 2009 Board meeting, the minutes from the March 18, 2009 special Board meeting (Note: Special meeting held to approve a fireworks permit application from Central States Fireworks, Inc. to perform a fireworks display at Lake Petersburg, on March 18, 2009, at 7:30 p.m.) and the monthly department expense report for February 2009. Commissioner Lott seconded the motion. The motion carried unanimously.

Method Management Risk Management & Loss Control Presentation

Rosalie Yorks of Method Management and Jonathan Fields of Snedeker Risk Management were in attendance to give a presentation on risk management initiatives that they were recommending for the County. These initiatives included essential function testing to ensure that a potential employee could perform the physical requirements of a job; post-accident drug testing; and utilizing modified return to work for workers compensation claims. It was highlighted that several of the County departments had implemented such programs or were working with Method Management to implement such programs or were investigating the feasibility of using such programs.

Red Flag Rules

Kim Scranton and Marci Musolino of Pre-Paid Legal Services, and filling in for Dave Koch who was scheduled to attend, gave a presentation on services and products they provided to employees to combat identity theft.

EMS Department Report/Requests for Board Action

EMS Administrator Larry Graf and Community Services Administrator/EMS Fiscal Officer Dara Worthington were in attendance to discuss EMS operations. Ms. Worthington presented a "write-off" policy to follow, establishing the process in determining whether to "write-off" uncollectable accounts. Commissioner Kyes moved to approve the "write-off" policy, as presented. Commissioner Fore seconded the motion. The motion carried unanimously.

Ms. Worthington highlighted that she had completed registration on Grants.gov and that she had submitted the proposal to obtain Federal "stimulus" funds that could help finance a new facility for the EMS Department. She gave an update on the EMS department engaging a delinquent bill collections agency, highlighting that the EMS Department was now looking at a company called TekCollect. She highlighted that the "Fire truck & Ambulance" revolving loan application had been submitted to the Illinois Finance Authority.

Mr. Graf stated that the EMS Department's billing agency was recommending that the County purchase different billing software. After discussion, the consensus of the Board was to not purchase the software at this time.

Mr. Graf presented a new ambulance service rate schedule, which included, for example, an increase from \$550. to \$600. for basic life support service (copy of new ambulance service rate schedule on file). Commissioner Fore moved to approve the new ambulance rate schedule, as presented. Commissioner Lott seconded the motion. The motion carried unanimously.

Mr. Graf asked the Board for authority to spend budgeted funds, on an "airway management trainer" manikin to help EMS staff practice intubation and CPR techniques, in the amount of \$945. Commissioner Kyes moved to approve purchasing this equipment, as presented. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

Health Department Report/Requests for Board Action; American Cancer Society Relay for Life

Alicia Davis, Health Department Administrator, was in attendance. She discussed the Health Department's use of accrual basis accounting methods in reporting their financial information. After discussion, the consensus of the Board was that Ms. Davis, County Treasurer Jackie Horn and the Independent Auditor Mike Feriozzi should set-up a meeting to ensure that all parties are satisfied with the preparation of Health Department financial information.

Sarah Spillman, representing the American Cancer Society, was also in attendance to discuss her organization and the upcoming "Relay for Life" event to be held May 2-3, 2009, at the PORTA High School. Ms. Davis extended an invitation to the Board to come and check out the event and asked the Board to pass a resolution, at their next meeting, proclaiming April 27th to May 3rd, 2009 as "Relay for Life Days". The Board directed the County Coordinator to prepare such a resolution.

Highway Department Report/Requests for Board Action

Tom Casson, County Highway Engineer, was in attendance and asked the Board to accept the oil bid submitted by Asphalt Sales Company and for the Menard County Highway Department, in the amount of \$316,464. Commissioner Whitcomb moved to accept the bid, as presented. Commissioner Kyes seconded the motion. The motion carried unanimously.

Mr. Casson asked the Board to accept the oil bid submitted by Asphalt Sales Company and for various Menard County road districts (Road Districts 1-7, 9 & 10), in the amount of \$646,778. Commissioner Fore moved to accept the bid, as presented. Commissioner Lott seconded the motion. The motion carried unanimously.

Mr. Casson presented bid proposals for providing the County Highway Department a new 1-ton truck with dump body. He recommended accepting the low bid of \$34,535. submitted by Nikles of Petersburg. Commissioner Whitcomb moved to approve accepting the Nikles of Petersburg bid, as presented. Commissioner Lott seconded the motion. The motion carried unanimously.

Mr. Casson presented a proposal to purchase a Kolberg Series "portable stacking conveyor", in the amount of \$25,400 plus shipping. He highlighted that this equipment had been leased in previous years but that he believed this was an inefficient use of resources and recommended purchasing this piece of equipment. Commissioner Whitcomb moved to approve the purchase of this equipment, as presented, if a "sole source purchase" could be done and, if not, seek other bid proposals to see if any other reasonably located providers of the equipment would be interested in submitting a bid. Commissioner Kyes seconded the motion. The motion carried unanimously.

Mr. Casson informed the Board that he was informed by Illinois Department of Transportation that Menard County, including all the County municipalities, would be allocated \$229,883. as part of Federal "stimulus" funding for road and transportation projects. He stated that there were only certain projects that would be eligible, for example work on roads deemed to be major collector's or higher, that no "day labor" could be used on such projects and that the County Board had the power to allocate these limited funds. No final decisions concerning the use of these funds were made at this meeting.

Menard County Rescue Squad Request to Release FY 09 Budgeted Funds

Kenneth Brittin and other representatives of the Menard County Rescue Squad were in attendance to request release of Fiscal Year 2009 budgeted funds for the Rescue Squad, in the amount of \$5,000. It was highlighted that these funds were used to off-set the cost of insuring the Rescue Squad operations and equipment, which has an insurance cost of approximately \$14,000. The consensus of the Board was to release the \$5,000 in budgeted funds for the Menard County Rescue Squad and have the County's insurance broker take a look at what it would take to cover the Rescue Squad under the County's insurance umbrella.

Unscheduled Public Comments/Requests for Board Action

Jonathan Fields, Snedeker Risk Management, speaking during unscheduled public comments, stated that he would have to survey Menard County employees to evaluate whether a self-insurance health plan for the County would be a viable option. The consensus of the Board was for Mr. Fields to proceed with conducting such a survey of employees.

Resolution – Re-appointment of Reggie Dowell as Trustee of the Menard County Cemetery Maintenance District

Commissioner Kyes moved to approve a resolution to re-appoint Reggie Dowell as Trustee of the Menard County Cemetery Maintenance District for a term commencing on the first Monday in May 2009 and terminating on the first Monday in May 2012. Commissioner Whitcomb seconded the motion. The motion carried unanimously. The resolution shall be known as **Resolution 07-09**.

Resolution – Re-appointment of Henry Schirding as Trustee of the Petersburg Community Fire Protection District

Commissioner Lott moved to approve a resolution to re-appoint Henry Schirding as Trustee of the Petersburg Community Fire Protection District for a term commencing on the first Monday in May 2009 and terminating on the first Monday in May 2012. Commissioner Fore seconded the motion. The motion carried unanimously. The resolution shall be known as **Resolution 08-09**.

Chautauqua Sanitary Board Appointment of Stewart Griffith

Commissioner Kyes moved to approve the appointment of Stewart Griffith to the Chautauqua Sanitary Board. Commissioner Fore seconded the motion. The motion carried unanimously.

Agreement of Participation – Menard County Trails & Greenways

Commissioner Lott moved to approve an agreement of participation with the Menard County Trails & Greenways to develop a public recreational trail from New Salem State Historic Site to the Courthouse Square in Petersburg. Commissioner Fore seconded the motion. The motion carried unanimously. The County's primary role would be to act as an easement holder on behalf of Trails & Greenways.

County Treasurer's Report/Request for Board Action

County Treasurer Jackie Horn was in attendance and received permission from the County Board to utilize an unused typewriter stand for the Menard County Historical Society.

County Clerk's Report/Request for Board Action

County Clerk Treseler informed the Board that the following audits were available for public inspection in his office: Audit report number 77 covering the receipt and disbursement of motor fuel tax funds by Menard County for the 2007 calendar year; audit report number 27 covering the receipt and disbursement of township bridge program funds by Menard County road districts for the 2007 calendar year; and, audit report number 56 covering the receipt and disbursement of road districts motor fuel tax funds by Menard County road districts for the 2007 calendar year.

State's Attorney Report/Request for Board Action

No report.

County Coordinator's Report/Request for Board Action

County Coordinator Duncan presented executive session minutes from August 26, 2008 for consideration to be opened to the public. On the advice of legal counsel, Commissioner Fore moved to partially open these executive session minutes from August 26, 2008 and keep part of them closed, for another six months, due to possible litigation. Commissioner Lott seconded the motion. The motion carried with four "ayes" and one "nay". Commissioner Kyes voted "nay" due to her position that all the minutes should be opened or all the minutes should remain closed.

Mr. Duncan informed the Board that he had been approached by Bruce Waide, representing the Menard County Sportsman's Club, seeking approval to add additional bird pens to those already located on the County's farm ground. The consensus was to allow the Sportsman's Club to erect these pens.

Mr. Duncan presented a grant opportunity that had been sent to the County to help in the preservation of historic courthouses. He stated that his concern was that there were no plans as to what the County wanted to see accomplished for and in the courthouse. The consensus of the Board was to alert the Sheriff, as the custodian of the courthouse, of this opportunity.

Mr. Duncan informed the Board of various mailings they had received at this office.

Individual Board Members - Report/Requests for Board Action

Commissioner Fore informed the Board of septic system issues at the animal control facility.

Executive Session

No executive session was held.

Adjournment

With no other business coming before the Board, Commissioner Lott moved to adjourn the meeting at 12:44 p.m. Commissioner Fore seconded the motion. The motion carried unanimously.