

COUNTY OF MENARD)
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STATE OF ILLINOIS)

The Menard County Board of Commissioners met on Tuesday, June 30, 2009, at 10:00 a.m. in the Commissioners' Room of the Menard County Courthouse, Petersburg, Illinois. Commissioners Merle Kirby, Jeff Fore and Bob Lott were present at the opening of the meeting. Commissioner Barb Kyes arrived during the Highway Department report. Commissioner Ed Whitcomb was not in attendance. County Clerk Gene Treseler, County Treasurer Jackie Horn, State's Attorney Ken Baumgarten and County Coordinator Steve Duncan were also in attendance.

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

Commissioner Lott moved to approve the consent agenda which included the minutes from the June 9, 2009 Board regularly scheduled meeting, the minutes from the June 16, 2009 Board special meeting and the monthly department expense report for May 2009, as presented. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

Unscheduled Public Comments - Highway Department Report/Requests for Board Action

There were no report/requests for the agenda item, County Coroner. County Engineer Tom Casson was in attendance and asked the Board to authorize a preliminary engineering agreement for Federal participation (Sec. 09-00056-05-ER) on the straight portions of the Athens Blacktop Road, using available funds from the American Recovery & Investment Act of 2009. Commissioner Lott moved to approve the authorization of the preliminary engineering agreement for Federal participation, as presented. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

Commissioner Kyes arrived at this point in the meeting. Mr. Casson asked for guidance on the Courthouse parking lot project. He stated that the plans are basically complete but wanted to ensure the Board still wanted to proceed with the project and if they had any concerns on the timing of the project. He stated that the parking lot could be unusable for several weeks. Commissioner Fore stated that HarvestFest would be held in September. The consensus of the Board was to proceed with the project but to consult with Sheriff Jones on planned events that would need the Courthouse parking lot so as to not affect those events.

There was discussion about bridge closings and these closings affecting ambulance service. Chairman Kirby expressed concern about the EMS Department not knowing about road and bridge closings. County Engineer Casson stated that the Highway Department always worked to ensure that the appropriate agencies, including EMS, were aware of road and bridge closings.

Ordinance to Approve Special Use Permit 09-03SUP, for Dirks Roadside Produce Stand

Mr. Al Dirks was in attendance with his special use permit application (#09-03SUP) to establish a roadside produce stand in the A-Agriculture zoning district on property owned by Eddie and Dorothy Dirks and located at 14145 State Hwy. 29, property identification number, 18-06-200-002. Commissioner Lott moved to approve the ordinance to authorize the special use permit, as presented. Commissioner Kyes seconded the motion. The motion carried with four "ayes", no "nays" and one "absent". The ordinance shall be known as **Ordinance 24-09**.

Health Department Report/Requests for Board Action

Health Department Administrator Alicia Davis was in attendance. She informed the Board of the likely loss of grant funding in the amount of approximately \$100,000 due to the State's budget crisis. She stated that she was hoping to have a special Board of Health meeting in July to discuss the budget situation. She stated that it was likely that the Health Department would have to increase fees and take other measures if the funding could not be replaced by other means. Ms. Davis presented an unaudited balance sheet showing a decrease in the Health Department's fund balance. She requested that the County's General Fund pay \$14,000 in Health Department employee health insurance, which would help them get through the rest of Fiscal Year 2009. She stated that the Health Department has a \$50,000 line of credit with the County but that she could

not guarantee that any funds loaned from the County's General Fund could be paid back due to the uncertainty of the Health Department's funding sources.

Ms. Davis presented a press release that would be sent out informing the public of the funding situation. She stated that Health Department expenses were down but so was revenue collection. Chairperson Kirby asked if employees would be affected by the reduced grant funding. Ms. Davis stated that if funding was lost, the Health Department would have to cut back on the service days of such programs like the Women, Infant & Children/Family Case Management services. She said Environmental Health could be affected as well. She stated that some full-time employee positions may need to have a reduction in hours worked or go part-time. She said that the Health Department may not be able to staff the County Fair as it has in previous years. She stated that the Health Department may have to cut back on, for example, restaurant inspections.

The consensus of the Board was that Ms. Davis should take the situation to the Board of Health first and then come back to the County Board after receiving feedback and comments from the Board of Health.

EMS/Community Services Department Report/Requests for Board Action

EMS Administrator Larry Graf and Community Services Administrator/EMS Fiscal Officer Dara Worthington were in attendance. Ms. Worthington gave a brief overview of EMS Department financial report handouts. She reported that the trial balance for EMS showed an excess of revenues to expenditures of approximately \$84,000, for the first six months of Fiscal Year 2009. County Coordinator Duncan clarified that there was still an outstanding loan of \$327,000, due from the EMS Fund to the General Fund, but acknowledged that the EMS Department appeared to be improving its financial position.

Ms. Worthington informed the Board that the EMS Department was recommending engaging National Credit Systems, Inc., to perform third-party collections. Commissioner Kyes moved to approve engaging National Credit Services, Inc., contingent on the State's Attorney's office review of the contract proposal. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Ms. Worthington and Mr. Graf presented bids that were submitted to provide EMS with a new ambulance vehicle. They recommended accepting the bid for a Chevrolet Foster Coach-model, in the amount of \$138,004 due to the immediate availability of this vehicle. Commissioner Lott moved to approve acceptance of the bid for the Chevrolet Foster Coach-model, in the amount of \$138,004. Commissioner Kyes seconded the motion. The motion carried with four "ayes", no "nays" and one "absent". It was pointed out that the \$100,000, no interest loan from the Illinois Finance Authority would be used to help purchase this ambulance.

There was discussion of setting the goal to purchase a new ambulance every three years to ensure that the County has quality vehicles. There was a brief discussion about what to do with any fund balance that EMS creates in the EMS Fund including paying back the loan to the EMS fund from the General fund, banking it for future ambulance purchases and budgeting for the EMS Fiscal Officer's salary. No final decisions were made.

Mr. Graf asked for direction on the installation of new carpeting and garage doors at the EMS facility to mitigate risk exposures for the County. The consensus of the Board was that the carpet should be installed and that Commissioner Fore would talk with the landlord about the garage doors.

There was discussion about charging the County Coroner for EMS transporting on their behalf. County Coordinator Duncan pointed out that, since the County Coroner was funded by the County, it would be a transfer of tax funds from the General fund to the EMS fund. No action was taken.

Mr. Graf stated that there was \$4,000 that was part of an Assistance for Firefighters grant that is to be used for post-employment offer physicals and annual exams for employees. He stated that he was concerned with returning this grant money and its affect on the EMS Department's ability to obtain future grant funding. He stated that the County's insurer had recommended not doing physicals on existing employees. After discussion, it was decided that EMS would investigate alternative ways to utilize the grant funds.

Chairperson Kirby stressed to the EMS Chief that he ensure that EMS Department staff be made aware of road and bridge closings.

County Financial Audit Review

Mike Feriozzi, the County's independent auditor, was in attendance to report on the County's financial audit (copy on file). He stated that potential stressors on next year's budget could include decreased grant funding for the Health Department, elimination of State salary reimbursements for some job positions and that required increased County contributions to the Illinois Municipal Retirement Fund will increase costs as much as \$250,000 for fiscal year 2010. He highlighted that the County was in the good position of having some financial reserves to combat such increased costs in the short-term but that it would not be sustainable, indefinitely, to rely on reserves. He informed the Board that the County's net assets (including county properties, facilities, Sunny Acres Nursing Home and Countryside Estates) had increased from \$20,511,520 in Fiscal Year 2007 to \$20,981,521 in Fiscal Year 2008 with \$12,305,799 invested in capital assets net of related debt, \$5,187,380 restricted for roads and bridges and other uses and \$2,093,500 unrestricted for our governmental activities and \$1,394,842 unrestricted for our business type activities. The net assets of the Menard County 911 system decreased from \$806,354 in Fiscal Year 2007 to \$798,229 in Fiscal Year 2008. A thorough and in-depth analysis of the changes in the County and its component units' net assets, including the Menard County Health Department, is included in the Management's Discussion and Analysis Section of the county's 2008 annual financial report.

Mr. Feriozzi and County Treasurer Horn stressed that the Commissioners should have knowledge of individual, Department credit cards that may have been issued to them and the credit limit that was established. The Board agreed that this information should be collected. Mr. Feriozzi also reminded the commissioners of department managers' responsibility to timely inform the Board of the status and changes in the status of certain accounts receivable of the Health Department, the Emergency Medical Services Department, and Sunny Acres Nursing Home including Countryside Estates.

Sunny Acres Nursing Home Report/Requests for Board Action; Revere Healthcare Management Proposal

County Coordinator Duncan informed the Board that he had received a letter from Arena Food Service to provide dining services at the nursing home. No action was taken.

Leslie Walsh, Interim Administrator, Sunny Acres Nursing Home was in attendance to discuss her company's (Revere Healthcare Management) proposal to fully manage the nursing home with the County having the option of terminating the contract, at any time, after four months and with a 30 day notice to cancel. There was concern expressed about the four month time frame. County Coordinator Duncan pointed out that there was an interim agreement that was already entered into with Revere Healthcare. Ms. Walsh stated that she believed that her management would agree to have the new management contract supersede the interim agreement. After discussion, Commissioner Kyes moved to approve entering into the Revere Healthcare management contract, with the four month obligation beginning May 26, 2009. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Unscheduled Public Comments/Requests for Board Action

There were no unscheduled public comments.

Resolution – Re-appointment of Dave Bagot as Member to Menard County Board of Health

A resolution was presented to re-appoint Dave Bagot as a member of the Menard County Board of Health for a term to expire June 1, 2012. Commissioner Lott 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 25-09**.

County Treasurer's Report/Request for Board Action

County Treasurer Horn informed the Board that the Winchester Estate court proceedings were scheduled with several County agencies having made claims. She also informed the Board that an assessment change would result in an approximately \$35,000 decrease in property tax collected.

County Clerk's Report/Request for Board Action

County Clerk Treseler informed the Board that he had available for public view the semi-annual financial reports for the Treasurer's, Sheriff's, Circuit Clerk's and County Clerk's offices.

County Clerk Treseler presented an ordinance to adopt prevailing wage rates for Menard County. Commissioner Kyes moved to approve the ordinance, as presented. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent". The ordinance shall be known as **Ordinance 26-09**.

County Clerk Treseler presented fireworks display permit applications from the Lake Petersburg Association and the New Salem Property Owner's Association. Commissioner Lott moved to approve the fireworks display permit applications, as presented. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

State's Attorney Report/Request for Board Action

State's Attorney Baumgarten updated the Board on State legislation that would impose increased requirements on government entities subject to the Freedom of Information Act.

County Coordinator's Report/Request for Board Action

County Coordinator Duncan presented a letter of resignation from the Director of Nursing at Sunny Acres Nursing Home. Commissioner Fore moved to accept this letter of resignation. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Duncan presented executive session minutes from June 30, 2008 for consideration to be opened to the public. Commissioner Kyes moved to open these executive session minutes, as prepared. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Duncan reminded the Board that there were two vacancies on the Menard County Planning Commission due to the resignations of Jack Stoldt and Jim Markley.

Individual Board Members - Report/Requests for Board Action

There were no individual Board member reports or requests for Board action.

Executive Session

Commissioner Kyes moved to adjourn to executive session at 12:13 p.m. to discuss matters related to personnel and litigation. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

The regular meeting reconvened at 12:47 p.m.

Adjournment

With no other business coming before the Board, Commissioner Kyes moved to adjourn the meeting at 12:47 p.m. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".