

COUNTY OF MENARD        )  
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STATE OF ILLINOIS        )

The Menard County Board of Commissioners met on Tuesday, August 11, 2009, at 7:00 p.m. in the Tallula Community Center building, Tallula, Illinois. Commissioners Merle Kirby, Barb Kyes, Jeff Fore and Bob Lott were present. Commissioner Ed Whitcomb was absent. County Coordinator Steve Duncan was also in attendance.

Commissioner Kirby called the meeting to order at 7:00 p.m.

Commissioner Kyes moved to approve the consent agenda which included the minutes from the July 14, 2009 Board regularly scheduled meeting; the minutes from the July 21, 2009 Board special meeting; the Menard County Community Services monthly report for July 2009; and the monthly department expense reports for June, all as presented. Commissioner Fore seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

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

County Engineer Tom Casson was in attendance and presented Highway Department bills for July.

Mr. Casson submitted for approval a supplemental construction engineering services agreement for Federal participation, section 95-05109-00-BR, Road District #5, Winkelmann Avenue bridge over Tar Creek in the amount of \$4,497.64. Commissioner Lott moved to approve the agreement, as presented. Commissioner Kyes seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

Mr. Casson submitted for approval a local agency agreement for Federal participation, section 09-00056-05-EG, ARRA funds for preliminary engineering of the Athens Blacktop (tangent sections) in the amount of \$229,883. Commissioner Fore moved to approve the agreement, as presented. Commissioner Lott seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

Mr. Casson presented bid proposals to replace the Courthouse parking lot. He recommended accepting of the low bid in the amount of \$84,613.03, submitted by Otto Baum Company. He informed the Board that the City of Petersburg was interested in placing some electrical infrastructure underneath the proposed parking lot and establishing a means to erect a tent on the concrete parking lot for community events without damaging the concrete. He stated that the project would be scheduled to begin after the HarvestFest celebration. After discussion of the project and the Board’s direction to Mr. Casson to evaluate any underground infrastructure needs as part of the project, Commissioner Kyes moved to accept the bid submitted by Otto Baum Company, as presented. Commissioner Fore seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

**Sunny Acres Nursing Home Report/Requests for Board Action**

Chris Dials and Leslie Walsh, Interim Administrator and Assistant Administrator for Sunny Acres Nursing Home, were in attendance to give an overview of Sunny Acres Nursing Home.

Mr. Dials reported that the census was 91. He informed the Board that Amy Skaggs had been hired as the new Director of Nursing with a start date of August 31, 2009 and that Kristin Wolf had been hired as the new Assistant Director of Nursing with a start date of August 17, 2009. He stated that Ms. Wolf had been the MDS Coordinator so that position was now open. He stated that all “tags” by the State had been cleared. He stated that he had proposals to repair the sprinkler system for approximately \$3,600 and to provide carpet shampooing for approximately \$1,900. He stated that they needed an HVAC “filter bank” and that the HVAC project engineer was looking into the matter.

There was a brief discussion of efforts to increase Medicaid reimbursements. The Board directed Mr. Dials to seek bids from local contractors to see what they would charge to look at the needed sprinkler repairs.

County Coordinator Duncan stated that he had inquiries from Grant Shumway, the CEO of Revere Healthcare, about how long the County may wish to retain their services. No decisions were made at this time.

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

Mr. Duncan presented executive session minutes from January 27, 2009 for consideration to be opened to the public. Commissioner Fore moved to open these executive session minutes, as prepared. Commissioner Kyes seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Duncan presented financial reports from the Treasurer's office and EMS Department and various mailings information that had been sent to his office, for the Board. He stated that the State's Attorney office was requesting the replacement of a computer and Mr. Duncan submitted a quotation for \$878. The consensus of the Board was to proceed with the purchase of the computer.

Mr. Duncan presented a memorandum of understanding between the County and Pat McNeal, concerning her employment as Administrator of Sunny Acres Nursing Home and Countryside Estates. Commissioner Kyes moved to give Ms. McNeal three weeks vacation and authorize the Chairman to sign the memorandum of understanding. It died for lack of a second. There was discussion of what was the appropriate level of vacation for an administrator's position. Commissioner Kyes moved to approve the memorandum of understanding, with an expectation that the vacation allotment would be re-evaluated after six months, and authorize the Chairman Kirby to sign the document. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Duncan stated that he had been approached by the Court Reporter about evaluating how to provide better internet/email connectivity for her computer. He stated that he was working with Hanson Information Systems to see what could be done to replace the wireless remote. The Board questioned why this was a new problem as the wireless connection had been in place for a long time.

Mr. Duncan stated that there were still two vacancies on the County's Planning Commission. On behalf of the EMS Department, Mr. Duncan presented a proposed bid notice, soliciting bids for a 1995 ambulance vehicle. There were no Board objections to the proposed bid notice. Mr. Duncan stated that he was starting to get inquiries from the public, wanting the County to provide for private wind energy conversion systems (electricity-generating wind turbines) in the Rural Residential zoning district. The Board directed him to take such text amendments back through the zoning ordinance's text amendment process to provide for such structures in the Rural Residential zoning district.

### **Discussion of Budget Instructions for Fiscal Year 2010 Budget Preparation**

The Board spent time discussing budget instructions, for Fiscal Year 2010 budget preparation they wanted sent to department heads. After discussion, the Board directed the County Coordinator to send budget instructions to prepare budgets showing salary/wage increases that are required by union, ordinance or employment contract and send, separately, proposed non-contractual/union salary and wage increases prepared at scenarios for two percent, three percent and four percent, for both part-time and full-time employees, so as to evaluate the total budget impacts of these various scenarios. They also wanted other spending to be held steady and for any departmental fees to be evaluated for possible increase as it was suspected that fees had not been evaluated in many years.

Mr. Duncan presented an opportunity presented by the Land of Lincoln Workforce Alliance to pay for 50% of the wages, over the next six months, of a summer youth employee that has been working for the County, if the County were to agree to make him a full-time employee for an additional year after the six-month period expired. Mr. Duncan informed the Board of the individual's educational background in computers and stated that there might be an opportunity to train and utilize him as a GIS technician and for IT support. He stated

that, unfortunately, he had been informed that no training funds were available from the Workforce Alliance, which would make the proposal more financially feasible for the County. After discussion, the consensus of the Board was to decline this proposal.

### **Resolution – Workforce Development Week**

Commissioner Lott moved to approve a resolution designating the week of August 31, 2009 as “Workforce Development Week”. Commissioner Fore seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent” and shall be known as **Resolution 35-09**.

### **Menard County Tourism Council – Request for Release of Hotel/Motel Tax Revenues**

Commissioner Lott moved to approve a request for release of hotel/motel tax revenues to the Menard County Tourism Council to help finance two grant applications, one for the Petersburg Chamber of Commerce and another for the Triathlon Series (copy of proposals on file). Commissioner Fore seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

### **Executive Session**

Commissioner Kyes moved to adjourn to executive session at 8:35 p.m. to discuss matters related to personnel and possible litigation. Commissioner Lott seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.

The regular meeting reconvened at 9:13 p.m.

### **Adjournment**

With no other business coming before the Board, Commissioner Fore moved to adjourn the meeting at 9:14 p.m. Commissioner Lott seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.