

COUNTY OF MENARD)
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STATE OF ILLINOIS)

The Menard County Board of Commissioners met on Tuesday, November 10, 2009, at 7:00 p.m. in the Commissioners' Room of the Menard County Courthouse, Petersburg, Illinois. Commissioners Barb Kyes, Jeff Fore, Ed Whitcomb and Bob Lott were present. Commissioner/Chairman Merle Kirby 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.

Chairperson pro-tem Kyes called the meeting to order at 7:00 p.m.

Commissioner Lott moved to approve the consent agenda which included the minutes from the October 27, 2009 Board regularly scheduled meeting, the Menard County Community Services monthly report for October, approval to pay membership dues to the Illinois Association of County Board Members and approval of the independent audit services engagement letter, as presented. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Unscheduled Public Comments/Requests for Board Action

EMS Administrator Larry Graf and Community Services Administrator/EMS Fiscal Officer Dara Worthington were in attendance during the unscheduled public comments/requests for Board action part of the meeting. Ms. Worthington discussed the EMS Department's wish to purchase computer software and hardware that would be placed in ambulances and used to provide quality assurance, better documentation and on-site oversight for report completion and billing timeliness, among other benefits. She highlighted that the cost would be \$4,000 for the software package, \$1,400 per notebook computer (three notebook computers requested). She stated that the EMS Department's third-party billing company would be willing to "kick-in" \$2,000 if the EMS Department would purchase this computer software/hardware. She approximated that there would be \$1,600 for an annual maintenance fee. She highlighted that she was evaluating whether the purchase could be made within the Fiscal Year 2009 EMS Department budget and would report back at the November 24, 2009 Board meeting. Mr. Graf gave a brief overview of how the equipment would be utilized. Ms. Worthington presented an update on the status of payments for the heart monitors that had been purchased; informing that \$40,865.51 (out of \$87,955.37) was still owed over twenty-seven more payments.

Highway Department Report/Requests for Board Action

County Engineer Tom Casson was in attendance and presented Highway Department bills for October. He informed the Board that the Athens Blacktop Road had been opened on November 6th and that there was seeding that still needed to be completed.

Mr. Casson provided a brief overview of the Courthouse parking lot project, informing that it had been power washed and a salt-guard sealant put down for protection. He stated that the contractor needed to return and grind a small area that "ponds".

Mr. Casson presented a construction engineering services agreement for Federal participation to engage Allen Henderson & Associates, in an amount not to exceed \$26,208.23, to perform engineering on a Road District #10 bridge over Pike Creek. Commissioner Whitcomb moved to approve this construction engineering services agreement for Federal participation, as presented. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Mr. Casson stated that he had budgeted in Fiscal Year 2009 to purchase a handheld GPS device with funds that the Highway Department had received from the Illinois Department of Transportation. He stated that it would be used for the County-wide traffic sign inspection program. He informed that the cost of the GPS device was \$7,500. The consensus of the Board was to proceed, as budgeted.

Sunny Acres Nursing Home Report/Requests for Board Action

Pat McNeal, Sunny Acres Nursing Home Administrator was in attendance to give an overview of Sunny Acres Nursing Home and Countryside Estates operations. She reported that the Sunny Acres census was 98. She reported that the George Alarm Company system installation was complete. She informed that the Sunny Acres Maintenance Director was working with the Highway Department to deliver rock for the parking lot expansion.

Ms. McNeal stated that it was being recommended to increase rates by \$5 per day at both Sunny Acres Nursing Home and Countryside Estates to help cover the costs of increasing expenses. Commissioner Lott moved to approve the increase, as proposed. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Ms. McNeal informed the Board that Sunny Acres and Countryside Estates would be utilizing the Midwest Occupational Health Associates for post-accident injury/drug testing evaluations and pre-employment physicals/drug testing.

Ms. McNeal asked the Board to accept a bid from George Alarm Company to purchase an alarm system (cost of \$2,298.65) for Countryside Estates and new time clock system (cost of \$4,427.38) for Sunny Acres. Commissioner Whitcomb moved to approve the purchases, as presented. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Ms. McNeal informed the Board that they were interviewing for a new Director of Nursing (DON), as the current DON had resigned from the position to take a job with a different company.

County Coordinator Duncan asked if the Board and Ms. McNeal were all in agreement that Sunny Acres staff would be responsible for mowing grass by the lagoon, Animal Control facility's grounds and the Sheriff's Department firing range grounds. The consensus of the Board was that Sunny Acres would be responsible for completing this work.

Ms. McNeal passed out the most up-to-date Sunny Acres/Countryside Estates budget requests for Fiscal Year 2010.

The County's Independent Auditor, Mike Feriozzi, was in attendance. He stated that he did not think that the bonding limit is relevant to Sunny Acres as any new bonds would be revenue bonds and bonding limits applied to general-obligation debt. He stated that, in regard to budgeted capital asset changes, debt certificates could be issued. There was discussion about keeping any "intergovernmental transfer" funds separate from Sunny Acres operational budget. It was the consensus of the Board to continue funding the capital reserve account from Intergovernmental Transfer funds.

County Treasurer's Report/Request for Board Action

County Treasurer Horn passed out various financial reports and tax distribution information for the Board's review.

County Clerk's Report/Request for Board Action

County Clerk Treseler passed out potential holiday dates that the Courthouse would be closed, during Fiscal Year 2010. After discussion, the Board asked the County Coordinator to look at what holidays were granted in the various union contracts.

State's Attorney Report/Request for Board Action

State's Attorney Baumgarten presented budget line item transfers, as follows:

\$200 transferred from 64300-003 "Telephone" to 50100-003 "Stationery & Supplies"

\$100 transferred from 64300-003 "Telephone" to 50300-003 "Copy Machine Supplies"

Commissioner Fore moved to approve the line item transfers, as requested. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

State's Attorney Baumgarten asked the Board to approve the seeking of a grant to help fund the Victim Advocate's position. Commissioner Lott moved to approve the State's Attorney seeking a grant to help fund the Victim Advocate's position, as requested. Commissioner Whitcomb seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

County Coordinator's Report/Request for Board Action

County Coordinator Duncan informed the Board of various mailings received in his office and for the Board. He informed the Board that he had been told that the Department of Commerce and Economic Opportunity (DCEO) did not have funding programs to construct public buildings. He presented a list of Emergency Telephone Systems Board requested appointments and informed that, unless there were objections, a resolution to appoint would be on the November 24, 2009 Board meeting agenda. There were no objections.

Mr. Duncan informed the Board that the highest bid received to farm the County's property off of Sunny Acres Road was \$240 per acre.

Individual Board Members - Report/Requests for Board Action

Commissioner Kyes informed the Board that the Health Department was looking at getting recycling containers from Ameren to allow for CFL bulb recycling in the County.

Resolution – Grove Creek Drainage District Commissioner Appointment

A resolution appointing Kenneth Deverman as a Commissioner for the Grove Creek Mutual Drainage District and for a term to expire on the first Tuesday in September 2012 was presented. Commissioner Lott moved to approve the resolution, as presented. Commissioner Fore seconded the motion. The motion carried with four "ayes", no "nays" and one "absent" and with the resolution to be known as **Resolution 42-09**.

Property, Casualty, Workers Compensation Premium Renewal Proposal

Invoices to accept the Illinois Counties Risk Management Trust (ICRMT) premium renewal, for provision of property/casualty/liability and workers compensation insurance, and a proposed payment plan for said, were presented. The property, casualty, liability, etc., premium renewal cost was \$183,146 and the workers' compensation premium renewal cost was \$241,173. Commissioner Fore stated his view that the County needed to shop for both brokers and insurers in the future. There was discussion about the value of the ICRMT's services needing to be considered and not just the premium costs and past difficulty in finding companies that would insure both the County and Sunny Acres Nursing Home. Commissioner Whitcomb moved to accept the premium renewal with the ICRMT and the payment plan, as presented. Commissioner Lott seconded the motion. The motion carried with four "ayes", no "nays" and one "absent".

Employee Life Insurance Proposal

There was a brief discussion of providing life insurance for County employees with the County Board declining to budget for this employee benefit in Fiscal Year 2010.

Fiscal Year 2010 Budget Preparation Discussion

The Board spent time discussing Fiscal Year 2010, budget preparation topics. There were concerns expressed about the need to get clarification from Sunny Acres management/consultants regarding the budget figures being proposed for personnel costs.

There was discussion about whether the County should try to find a way to provide for a GIS coordinator position so as to fully utilize the investment that has been made in this technology. There was discussion about whether other county government entities would be willing to pay to utilize such an employee for their needs and what additional duties such an employee could perform for the County. The Board directed staff to provide in the Fiscal Year 2010, GIS fund budget, a line item of \$40,000 that may be used for employee salary and benefits, if the position is deemed needed at some point in the upcoming fiscal year. It was stated by the County Coordinator that GIS fund budget revenues were generated by document recording fees.

Zoning Ordinance Text Amendment Request – Lawn/Landscaping Services

County Coordinator Duncan referred to a letter that had been sent from Menard County resident Landon Kirby, asking the County to take steps to amend the zoning ordinance to provide for lawn/landscaping service businesses, with a tree nursery, to be provided for in the Rural Residential zoning district. Mr. Duncan stated that, if the Board felt this was an appropriate use to allow in Rural Residential, then it should probably be provided for in the Agriculture zoning district, B-1 Downtown Business and B-2 Highway Business districts as well. He stated that a minimum parcel size requirement would need to be established for such a use and that, at least in the Agriculture and Rural Residential zoning districts, he would recommend a one acre minimum parcel size requirement as that was what was required for allowable agri-businesses when an agri-business was a principal use of property in the Agriculture zoning district. He recommended that lawn/landscaping service businesses be provided for by special use permit as this too was consistent with what was required to establish an agri-business in the Agriculture and Rural Residential zoning districts. The consensus of the Board was for the County Coordinator/Zoning Administrator to develop the necessary regulations to provide for lawn/landscaping service businesses and take it through the text amendment process for public comment and recommendations from the Planning Commission and Zoning Board of Appeals.

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 9:36 p.m. Commissioner Whitcomb seconded the motion. The motion carried with four “ayes”, no “nays” and one “absent”.