

COUNTY OF MENARD)
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STATE OF ILLINOIS)

The Menard County Board of Commissioners met on Tuesday, October 11, 2011, at 6:00 p.m. in the Commissioners' Room of the Menard County Courthouse, 102 S. Seventh Street, Petersburg, Illinois. Commissioners Merle Kirby, Barb Kyes, Ed Whitcomb, Jeff Fore and Bob Lott were physically present. County Treasurer Jackie Horn, County Clerk Gene Treseler, State's Attorney Ken Baumgarten and County Coordinator Steve Duncan were also in attendance.

Commissioner Kirby called the meeting to order at 6:00 p.m.

Commissioner Lott moved to approve the consent agenda which included the regular minutes from the September 27, 2011 regularly scheduled Board meeting; the Menard County Community Services Monthly Report for September 2011; payment to Bruce Harris & Associates for expenses related to quarterly GIS map maintenance; and, payment to FWAI Architects, Inc., for professional services performed in September 2011 related to the Courthouse building heating and cooling plant replacement. Commissioner Kyes seconded the motion. The motion carried unanimously.

Menard County Tourism Council

Andy Maxon, Menard County Tourism Council, presented a request to release hotel/motel tax revenues, in the amount of \$1,350, to be used by the Tourism Council on an advertising campaign. He also presented the 2012 Tourism Council budget proposal.

Commissioner Kyes moved to approve the release of hotel/motel tax revenues, in the amount of \$1,350, to be used by the Tourism Council on an advertising campaign. Commissioner Fore seconded the motion. The motion carried unanimously.

In regard to the 2012 Tourism Council budget proposal, County Coordinator Duncan indicated that it was his understanding that the Tourism Council was looking for Menard County to budget and provide approximately \$11,000 to help off-set budgeted expenses in 2012. Mr. Maxon did not disagree. Chairperson Kirby indicated that if hotel/motel tax revenue collections allowed for such expenditure, the Board would look at providing such an amount. Chairperson Kirby also asked the Tourism Council to keep the Board abreast of their organization's revenue collection.

Hearing of Citizens (Unscheduled Public Comments/Requests for Board Action)

There were no unscheduled public comments or requests for Board action.

Highway Department Report/Requests for Board Action

Tom Casson, County Engineer, was in attendance and informed that the Teamsters' Union contract was expiring and that they were interested in starting collective bargaining negotiations. Commissioner Kyes and Chairperson Kirby informed that they would represent the County in negotiations.

Sunny Acres/Countryside Estates Report/Requests for Board Action

Sunny Acres Nursing Home Administrator Pat McNeal was in attendance and gave an overview of Sunny Acres and Countryside Estates operations. She informed that the census at Sunny Acres was 95 and the Countryside Estates census was 21 residents. She informed that the pay mix at Sunny Acres was Medicare A - 6; Private Pay - 43; and Public Aid - 46.

Ms. McNeal provided an overview of building projects at both Sunny Acres and Countryside Estates. She informed that the roof, gutters and siding were completed at Countryside Estates and the fascia and soffits were completed at Sunny Acres Nursing Home. She informed that the window replacement at Sunny Acres was completed except for some touch up painting in rooms, caulking and removal of staples.

Ms. McNeal informed that the rate sheets from Public Aid that had been presented to the Board at a previous meeting were incorrect. She provided a brief overview of the public aid and intergovernmental transfer reimbursements.

Ms. McNeal informed that flu vaccine had been administered to all but eight employees and all but 6 residents.

County Treasurer's Report/Requests for Board Action

County Treasurer Jackie Horn provided an overview of various financial reports. She informed that the State of Illinois currently owed the County's General Fund approximately \$189,240.

County Clerk's Report/Requests for Board Action

County Clerk Gene Treseler informed that he was working on preparing for elections.

State's Attorney Report/Requests for Board Action

There was no report/request for Board action.

County Coordinator's Report/Requests for Board Action

County Coordinator Duncan presented executive session minutes from the March 29, 2011 Board meeting to be considered for opening to the public. Commissioner Whitcomb moved to open the executive session minutes, as presented. Commissioner Fore seconded the motion. The motion carried unanimously.

Individual Board Members - Report/Requests for Board Action

Commissioner Whitcomb asked the Board when they wanted to hold an auction to take bids to rent the County-owned farm ground. After discussion, the Board decided that an auction should be scheduled for November 7, 2011, at 6:00 p.m. They directed the County Coordinator to advertise the auction in the local papers and the State Journal Register.

Chairperson Kirby brought up the Tourism Council's budget request and questioned whether estimated motel/hotel tax revenues would allow the County to budget the amount requested.

Courthouse Building – Roof Leaking; County Building Project Status; Approval of Payment #2 to Prairie State Plumbing & Heating, Inc.

Carl Fischer, FWAI Architects, was in attendance and provided an overview of various County building projects. Mr. Fischer informed that the County needed to give direction, in regard to the Courthouse building chiller and boiler replacement, on whether to purchase an extended warranty, purchase a recommended controller, purchase a specialized "anti-freeze" for the chiller unit and whether or not to enter into an annual maintenance agreement. The Board authorized Commissioner Lott to discuss these issues with the contractor and proceed with these purchases if determined to be appropriate.

Commissioner Lott moved to approve payment #2 to Prairie State Plumbing & Heating, Inc. in the amount of \$71,289. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

There was discussion about the Courthouse roof leaking and causing damage. After discussion, the consensus of the Board was to authorize FWAI Architects, Inc. to evaluate the Courthouse building roof and develop a plan to address the roof issues.

Courthouse Building - Document Storage

The Board discussed the need to address Courthouse document storage due to the weight being placed on the floor ceiling between the fourth and third floors. The Board directed the County Coordinator to gather the cost of rental space and inform County staff that they should train themselves to learn to scan documents and begin utilizing electronic storage for documents.

Fiscal Year 2012 Budget Preparation; FY 2012 Workers' Compensation & Property/Casualty Renewal

State's Attorney – State's Attorney Ken Baumgarten provided an overview of Funds 03 (General Fund); 62 (State's Attorney Drug Forfeiture Fund); and 91 (Child Advocacy Fund). There were no changes.

County Coordinator – County Coordinator Duncan provided an overview of Funds 08, 10 and 11 (General Fund). There was discussion about the projected need to rely on General Fund reserves to cover expenditures. Mr. Duncan provided a spreadsheet showing approximately \$121,000 in budgeted capital expenditures from General Fund revenues. The Board directed changes to the following line items in Fund 10: Budget \$34,720 for the Regional Superintendent of Schools #38 with the release of such funds contingent upon the County being reimbursed by the State of Illinois for personal property replacement tax in an expected amount and not diverted for other uses as being contemplated by the State of Illinois; budget \$100 for the Resource, Conservation & Development organization; budget \$6,250 for the soil conservation district; and budget \$5,000 for the Menard County Rescue Squad (to help with their expenses until tax collections for this new, governmental district are allowed to begin).

County Coordinator Duncan provided an overview of the proposed budget for Fund 30 (Liability & Insurance Fund). There were no changes to what was presented to the Board. Commissioner Whitcomb moved to accept the proposed premiums for provision of Workers' Compensation and Property/Casualty insurance as proposed by the Illinois Counties Risk Management Trust. Commissioner Fore seconded the motion. The motion carried unanimously.

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 8:25 p.m. Commissioner Fore seconded the motion. The motion carried unanimously.