

COUNTY OF MENARD        )  
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STATE OF ILLINOIS        )

The Menard County Board of Commissioners met on Tuesday November 13, 2012, at 6:00 p.m. in the Commissioners' Room of the Menard County Courthouse, 102 S. Seventh Street, Petersburg, Illinois. Commissioners Merle Kirby, Bob Lott and Jeff Fore were physically present. Commissioners Ed Whitcomb and Barb Kyes were not in attendance. A quorum was present. County Treasurer Jackie Horn, County Clerk Gene Treseler, State's Attorney Ken Baumgarten and County Coordinator Steve Duncan were also in attendance.

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

Commissioner Lott moved to approve the consent agenda which included the minutes from the October 30, 2012 regularly scheduled Board meeting and the Menard County Community Services Monthly Report for October 2012. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

**OLD BUSINESS**

**Menard County EMS Department Billing Service Agreement**

Commissioner Lott moved to table consideration of a billing services agreement with the third-party billing service used by the Menard County EMS Department. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

**NEW BUSINESS**

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

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

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

Health Department Administrator Alicia Davis-Wade was in attendance and provided an overview of the Health Department's financial condition, informing that the Health Department was under the \$100,000 credit limit established with the County (\$23,968). She provided the unaudited balance sheet and account receivables as of October 31, 2012. She informed that the Board of Health had approved the Fiscal Year 2013 Health Department budget that had previously been presented to the Board of Commissioners.

Chairperson Kirby asked for a comparison of accounts receivables from Fiscal Year 2011 to Fiscal Year 2012 be prepared and given to the Board.

Commissioner Fore moved to approve the payment of various Health Department bills (and as deemed needed per the County extending the Health Department's line of credit to pay said bills), as presented. Commissioner Lott seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

Commissioner Lott moved to approve authorizing Chairperson Kirby to sign an agreement between the County and the Menard County Health Department concerning the utilization of a revolving line of credit for the Health Department, not to exceed \$50,000, beginning December 1, 2012 and ending November 30, 2013. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

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

Tom Casson, County Engineer, was in attendance and presented the Highway Department bills for October 2012. Mr. Casson provided an update on other Highway Department activities including upcoming bid openings for the County-wide sign upgrade program.

Commissioner Lott moved to approve a local agency agreement for Federal participation for construction and construction engineering related to replacement of the bridge that carries the Middletown Blacktop Avenue over a tributary to Allen's Grove ditch. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

Commissioner Fore moved to approve Fiscal Year 2012 line-item transfers within various, Highway Department funds, as proposed. Commissioner Lott seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

### **Sunny Acres/Countryside Estates Report/Requests for Board Action**

Sunny Acres Nursing Home Administrator Pat McNeal was in attendance and provided 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 18 residents. She informed that the pay mix at Sunny Acres was Medicare A - 7; Private Pay - 38; Insurance - 2; and Public Aid - 48.

Ms. McNeal informed of a job opening at Sunny Acres for a nurse (RN part-time weekends). She presented an estimate of cost to install emergency generators with the Board informing that they would review the estimate.

Commissioner Lott moved to approve a memorandum of understanding on the employment of Pat McNeal during Fiscal Year 2013, as proposed. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

Ms. McNeal presented a revised draft of the Sunny Acres Nursing Home and Countryside Estates Fiscal Year 2013 budget submission. Ms. McNeal was asked to break out the salary information into the various budget line-item categories so as to provide greater detail in how the money is actually spent.

### **County Treasurer's Report/Requests for Board Action; Fiscal Year 2012 Line-Item Transfers**

County Treasurer Jackie Horn handed out various financial reports for the Board's information and provided an overview.

Commissioner Fore moved to approve Fiscal Year 2012 line-item transfers within Fund 60 (Probation Service Fund), General Fund 08 (Courts of Menard County) and Fund 37 (Animal Control Fund), as proposed. Commissioner Lott seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

### **County Clerk's Report/Requests for Board Action**

County Clerk Gene Treseler provided an overview of the November election that was held on November 6, 2012.

### **State's Attorney Report/Requests for Board Action**

There were no report/requests for Board action.

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

County Coordinator Steve Duncan presented results of the courthouse building survey that had been put in the local paper seeking public comment, informing that his office had received a little under seventy responses to date. He informed that there was no clear consensus with an equal number of respondents favoring investing further in the existing courthouse versus planning for a new facility.

## **Individual Board Members - Report/Requests for Board Action**

There were no reports/requests for Board action.

## **Fiscal Year 2013 Budget Planning & Preparation including discussion of the following: Special Revenue & Fiduciary Fund Preparation & Review, as needed & General Fund Budget Preparation & Review**

The Fund 28 (Retirement & FICA Fund), Fund 101 (Health Care Plan of Menard County Fund) and Fund 102 (Mutual Medical Plans for Health Care Plan for Menard County Fund), Fiscal Year 2013 budget proposals were presented to the Board. The Board spent much meeting time discussing the proposed Emergency Medical Services, Fund 31 budget submission. There were no changes made to this budget submission.

The Board reviewed a budget request from the City of Petersburg asking the County to allocate funds (\$43,213) toward installation of street lights on the courthouse grounds. After discussion, the Board informed that they did not feel the County could make this kind of financial commitment in light of other County budgetary needs.

## **Approval of Insurance Agreement Between Menard County, Illinois and the "Oil Fund" (consisting of various Road Districts and Menard County Highway Department)**

Commissioner Lott moved to approve the insurance agreement between Menard County, Illinois and the "Oil Fund" (consisting of various Road Districts and Menard County Highway Department). Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

## **Approval of Audit Engagement with Mike J. Feriozzi, CPA, for Independent Audit of Fiscal Year 2012 Financial Statements**

Commissioner Fore moved to approve the audit engagement with Mike J. Feriozzi, CPA, for an independent audit of Fiscal Year 2012 financial statements. Commissioner Lott seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

## **Executive Session**

Commissioner Lott moved to enter into executive session to discuss specific personnel as allowed by (5 ILCS 120/2)(c)(1) and litigation as allowed by (5 ILCS 120/2)(c)(11) at 7:43 p.m. Commissioner Fore seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".

The regular meeting reconvened at 8:29 p.m.

## **Adjournment**

With no other business coming before the Board, Commissioner Fore moved to adjourn the meeting at 8:30 p.m. Commissioner Lott seconded the motion. The motion carried with three "ayes", no "nays" and two "absent".