

COUNTY OF MENARD        )  
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STATE OF ILLINOIS        )

The Menard County Board of Commissioners met on Tuesday, September 27, 2011, 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, Barb Kyes, Jeff Fore and Ed Whitcomb were physically present. A quorum was present. County Treasurer Jackie Horn, 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 Whitcomb moved to approve the consent agenda which included the minutes from the September 13, 2011 regularly scheduled Board meeting and the monthly department expense report for August 2011, as presented. Commissioner Lott seconded the motion. The motion carried unanimously.

**Menard County Rural Water Cooperative**

Bob Newman, representing the Menard County Rural Water Cooperative, to request that Menard County give consideration to granting an easement for a water line and pump to be located on County-owned property located along Sunny Acres Road. Mr. Newman indicated that they would like to avoid putting the water infrastructure in road right-of-way.

There was discussion about there being a City of Petersburg water line in the vicinity that could be tied into with the Rural Water Cooperative. The Board indicated that they would give favorable consideration to the proposal but would need to have the County Engineer review the Rural Water Cooperative's proposed plans to ensure there are no concerns.

Mr. Newman informed that the Rural Water Cooperative had concerns about the impact of planned improvements on Athens Blacktop Road. County Engineer Tom Casson was in attendance and informed that he needed to get with the engineers for the Rural Water Cooperative to discuss their concerns.

**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 was in attendance. She presented the Health Department's Fiscal Year 2012 budget that was based on the cash basis and not the accrual basis. She informed that the budget was approved by the Board of Health. She informed that she would present a budget using the accrual basis. She informed that the rent on their office space would be set at \$1,000 per month and that they would owe for back rent.

**EMS/Community Services Report/Requests for Board Action**

EMS Chief/ESDA Coordinator Larry Graf was in attendance. He handed out correspondence that had been received indicating appreciation for the EMS Department's services. He provided an overview of the most recent transport log. Mr. Graf informed that he would like to have a representative of the Board attend a meeting to discuss the emergency operations plan for Menard County. Chairperson Kirby indicated that he would attend the meeting.

Mr. Graf informed that all, full-time Emergency Medical Technicians, except for one position, had received the classification of paramedic (Note: There are three classifications including EMT – Basic; EMT – Intermediate and EMT – Paramedic). Mr. Graf informed that they had approved the "emergency management grant" for 2012 in the amount of \$52,000.

The Board was informed of the care shown for a patient's well-being by EMT Jennifer Sprinkle, despite being injured, when the ambulance performing a transport was struck by another vehicle in an accident.

EMS Fiscal Officer/Community Services Administrator Dara Worthington was in attendance. She provided an overview of the EMS financial reports (copies on file). Ms. Worthington informed that they were working on the Fiscal Year (FY) 2012 budget.

Ms. Worthington presented a FY 2012 Medicare Improvements for Patients & Providers Act (MIPPA) 2 grant application. Commissioner Fore moved to approve submitting the grant, as presented. Commissioner Kyes seconded the motion. The motion carried unanimously.

Ms. Worthington provided an overview of the need to revise the budget related to a senior transportation grant. She informed of a meeting that she attended regarding rural transportation and efforts to partner with Sangamon County to deliver such a service for Menard County.

### **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 102 and the Countryside Estates census was 22 residents. She informed that the pay mix at Sunny Acres was Medicare A - 10; Private Pay - 43; and Public Aid - 49.

Ms. McNeal provided an overview of building projects at both Sunny Acres and Countryside Estates. Commissioner Lott moved to approve two change orders for Bowsher Roofing as related to roof replacement and vinyl siding installation at Countryside Estates. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

Ms. McNeal informed that Sunny Acres Nursing Home had received rate sheets from Public Aid indicating that our rates will be increased from \$10 per day for 2010 to \$30 per day for 2011. She informed it was unknown when Sunny Acres will receive these adjustments for past payment.

Ms. McNeal informed that there is an expectation that Sunny Acres will see a reduction in Medicare reimbursements in the area of 11.1% (the national average). She presented a handout describing different pay levels of Medicare.

Commissioner Fore moved to approve a request to implement a 5% room rate increase at Sunny Acres Nursing Home and a 2.5% room rate increase at Countryside Estates to become effective January 1, 2012. Commissioner Kyes seconded the motion. The motion carried unanimously. It was highlighted that the need for the room rate increases were due to increased costs coupled with Federal government cuts and delayed Public Aid payments. The Board informed that they would like the Administrator to communicate to residents that it is likely that they should expect annual increases in the future. It is hoped that this knowledge may assist residents and their families in planning for future costs.

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

County Treasurer Jackie Horn distributed financial reports (copies on file).

Ms. Horn informed the Board of some storage space that may be available for lease to help alleviate record storage concerns. There was discussion that each office needed to determine what records could be legally destroyed at this point, what could be scanned and put into an electronic format and what needed to continue to be stored.

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

There was no report or request for Board action.

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

There was no report or request for Board action.

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

County Coordinator Duncan presented executive session minutes from the March 17, 2011 Board meeting to be considered for opening to the public. Commissioner Lott moved to open the executive session minutes, as presented. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

Mr. Duncan presented a request from the Regional Office of Education to help fund a truant officer's salary. It was the direction of the Board that the Regional Office of Education should not expect additional funding for this position.

Mr. Duncan informed of some leaking in the Courthouse building that occurred on September 14<sup>th</sup>. He informed of an employment practices seminar that he would be attending on October 13<sup>th</sup>.

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

Commissioner Kyes informed that there had been a couple of complaints about the County Coordinator's office not being open. Mr. Duncan informed that with only one full-time employee and a part-time secretary in the County Coordinator's office that it was difficult to have somebody in the office at all times without the County budgeting more funds to hire personnel. He informed that even if the County hired someone to answer the phone and be in the office, walk-in traffic may still go away unhappy as a receptionist/secretary could not issue a zoning permit, for instance. He informed that his office suggested calling for an appointment and avoiding an assumption that the office was automatically open or that he was available. He informed that he would try to convey this message through the County's website, the office voicemail message and periodic press releases to the paper to discourage walk-ins versus calling to make an appointment. He informed that zoning permit applications and information were located on the County's website (menardcountyil.com).

### **Fiscal Year 2012 Budget Preparation & Discussion**

Mr. Duncan passed out budget worksheets for funds that he was seeking the County Board to give specific direction on to County staff. The Board and County staff spent time reviewing the budget worksheets of these funds.

Mr. Duncan passed out a memorandum of understanding to be presented and approved by the Menard County Board of Commissioners, Emergency Telephone Systems Board – 911 (ETSB) and Menard County Sheriff's Department establishing the reimbursement amount for Fiscal Year 2012. The Board directed Mr. Duncan to forward the document to the ETSB and Sheriff for approval.

### **Executive Session**

Commissioner Whitcomb moved to enter into executive session to discuss collective negotiating matters (5 ILCS 120/2)(c)(2) at 8:13 p.m. Commissioner Lott seconded the motion. The motion carried unanimously.

The regular meeting reconvened at 8:47 p.m.

The Board spent time discussing Sunny Acres Nursing Home planning but no action was taken at this meeting.

### **Adjournment**

With no other business coming before the Board, Commissioner Whitcomb moved to adjourn the meeting at 8:58 p.m. Commissioner Fore seconded the motion. The motion carried unanimously.