

COUNTY OF MENARD        )  
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STATE OF ILLINOIS        )

The Menard County Board of Commissioners met on Tuesday, May 29, 2012, 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, Bob Lott and Jeff Fore were physically present. 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 Merle Kirby called the meeting to order at 6:00 p.m.

Commissioner Fore moved to approve the consent agenda which included the minutes from the May 8, 2012 regularly scheduled Board meeting and the monthly department expense report for April 2012. Commissioner Kyes seconded the motion. The motion carried unanimously.

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

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

**Zoning Proposal to Establish Retirement Home/Senior Independent Living Facility near Lake Petersburg**

Karen Schainker was in attendance and gave an overview of a proposal to establish a retirement home/senior independent living facility near the entrance to Lake Petersburg. She provided a handout informing that the project would consist of fourteen individual senior living apartments, in a ten thousand square foot building, with various other amenities. County Coordinator/Zoning Administrator Duncan informed that the property was currently zoned R-1 single-family and that such a use was currently not allowed in that zoning district. He informed that if the Board wished to accommodate this project, they would either need to re-zone the property or do a text amendment to the R-1 single-family regulations that allowed for such a facility to be located in that zoning district. Ms. Schainker informed that she would prefer to establish the main driveway to have access on to North Shore Drive. Commissioner Lott suggested that architect renderings might be helpful to visualize what would be built. After discussion, the Board asked Ms. Schainker to see if the Grand Oaks Homeowners Association and Lake Petersburg Association would be willing to issue letters of support for the project at the proposed location.

**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 still under the \$100,000 credit limit established with the County (\$57,221).

Commissioner Lott 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 Kyes seconded the motion. The motion carried unanimously.

Commissioner Fore moved to approve the transfer from the County's General Fund to the Health Department Fund, \$572.70 to pay for computer software (Symantec Brightmail message filter). Commissioner Whitcomb seconded the motion. The motion carried unanimously.

Ms. Davis-Wade provided a copy of handouts and advertisements of efforts to raise awareness of the Health Department's home health services including skilled nursing, certified home health aides, physical therapy, occupational therapy and speech language therapy. There was discussion of whether the Health Department could deliver health services to employees, at a lower cost than other medical providers. Ms. Davis-Wade informed that the Health Department was evaluating services and costs to see if employees could utilize them at a lower cost.

Edie Sternberg, Chairperson - Menard County Board of Health, was in attendance and informed that at this time the Board of Health and Health Department were going to focus on increasing revenues through home health services and would be putting efforts to present a tax referendum to the public on hold.

**Dr. Brad Willis, Animal Control Administrator, Fiscal Year 2012 Budget Review**

Dr. Brad Willis, Animal Control Department Administrator, was in attendance and there was a review with the Board of the Fiscal Year 2012 Animal Control Department budget. Dr. Willis pointed out that the Animal Control Department vehicle, which was bought used, needed to be considered for replacement for both dependability reasons and to avoid increasing maintenance costs.

**Penny Hoke, Circuit Court Clerk, Fiscal Year 2012 Budget Review**

Penny Hoke, Circuit Court Clerk, was in attendance and there was a review with the Board of the Fiscal Year 2012 Circuit Court Clerk's budget. The audit report for the Circuit Clerk's fund was presented to the Board.

**Resolution – Setting Salaries of Elected Officials (Circuit Clerk & Supervisor of Assessments) from Fiscal Year 2013 through Fiscal Year 2016**

Commissioner Lott moved to approve a resolution, pursuant to state law requirements, setting salaries of elected officials (Circuit Clerk & Supervisor of Assessments) from Fiscal Year 2013 through Fiscal Year 2016. Commissioner Whitcomb seconded the motion. The motion carried unanimously. The resolution shall be known as **Resolution 23-12**.

**Jason LeMar, Supervisor of Assessments, Fiscal Year 2012 Budget Review**

Jason LeMar, Supervisor of Assessments, was in attendance and there was a review with the Board of the Fiscal Year 2012 Supervisor of Assessments' budget. There was a discussion of the difficulty in finding qualified, local residents willing to serve on the Board of Review (property tax appeal board).

**Charles "Chuck" Jones, Sheriff, Fiscal Year 2012 Budget Review**

Charles "Chuck" Jones, Menard County Sheriff, was in attendance and there was a review with the Board of the Fiscal Year 2012 Sheriff's Department budget. There was discussion of revenues declining in relation to the County housing Federal prisoners. Sheriff Jones pointed out that this was not a program that Menard County had much control over. He did indicate that the Sheriff's Department was in the process of adjusting fees to charge for housing Federal prisoners.

Sheriff Jones informed the Board of a Federal program whereas law enforcement agencies could get equipment for free, mainly from the Department of Defense. He informed that his department had acquired five humvees through this program and planned to use them for severe weather events and emergencies, as examples. He informed that he would like to work with other County public safety organizations to set them up with these vehicles and perhaps other equipment. There was discussion about liability and insurance concerns and the need to ensure that the County was protected through, for example, intergovernmental agreements. Sheriff Jones informed that there could be costs associated with going to get the equipment that is available under this program.

## **EMS/Community Services Department Report/Requests for Board Action; FY 2012 Budget Review**

Larry Graf, EMS Administrator; Dara Worthington, Community Services Administrator/EMS Fiscal Officer; and Ann Gorman, Administrative Assistant, were in attendance and there was a review with the Board of the Fiscal Year 2012 budgets under their control.

Ms. Worthington provided an overview of various, financial reports that was presented to the Board at this meeting. She informed of delinquent accounts that would be turned over to a collections agency. Ms. Worthington informed that she has had more applicants for general assistance funds this month. She informed that fuel costs were a concern for providing senior transport services. She informed that the EMS Fund owed the additional dollars for workers compensation insurance as a result of the payroll audit. There was discussion about the need to constantly evaluate the fleet of ambulances and take advantage of good deals when they become available. She informed that there was continued necessity to have good communication between the EMS fiscal office and EMS operations.

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

County Treasurer Jackie Horn passed out financial information pertaining to the County's self-funded health insurance plan. She provided an overview of various other financial reports that were handed out to the Board.

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

County Clerk Treseler informed of a grant related to helping maintain voter registration equipment that his office would be pursuing.

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

There were no report/requests for Board action.

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

Commissioner Fore moved to approve releasing \$900.00 from the motel/hotel tax revenues to the Menard County Tourism Council so as to disburse grants of \$400.00 to the Historic Marbold Farm Association and \$500.00 to the Abraham Lincoln Triathlon Series. Commissioner Whitcomb seconded the motion. The motion carried unanimously.

County Coordinator Duncan presented various mailings to the Board.

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

There was general discussion by the Board of ways to find additional revenue sources.

## **Ordinance – Adopt New Mobile & Manufactured Home Regulations, Article VI, Section 6.13**

Commissioner Whitcomb moved to approve adopting new Mobile & Manufactured Home regulations, Article VI, Section 6.13 in the Menard County zoning ordinance. Commissioner Lott seconded the motion. The motion carried unanimously. The ordinance shall be known as **Ordinance 24-12**.

## **Resolution – Re-Appointment of Dave Bagot to the Menard County Board of Health for a Term to Begin June 1, 2012 and expire May 31, 2015; Other Board of Health Appointment**

Commissioner Fore moved to approve a resolution re-appointing Dave Bagot to the Menard County Board of Health for a term to begin June 1, 2012 and to expire May 31, 2015. Commissioner Lott seconded the motion. The motion carried unanimously. The resolution shall be known as **Resolution 25-12**.

**Resolution – Appointment of David Leischner to serve a vacated term on the Petersburg Community Fire Protection District that commences May 11, 2012 and expires the first Monday of May, 2013**

Commissioner Whitcomb moved to approve a resolution to appoint David Leischner to serve a vacated term on the Petersburg Community Fire Protection District that commences May 11, 2012 and expires the first Monday of May, 2013. Commissioner Fore seconded the motion. The motion carried unanimously. The resolution shall be known as **Resolution 26-12**.

**Resolution – Setting Public Defender's Salary**

Commissioner Lott moved to approve a resolution setting the Public Defender's salary. Commissioner Fore seconded the motion. The motion carried unanimously. The resolution shall be known as **Resolution 27-12**.

**Executive Session**

There was no executive session held at this meeting.

**Adjournment**

With no other business coming before the Board, Commissioner Whitcomb moved to adjourn the meeting at 7:58 p.m. Commissioner Lott seconded the motion. The motion carried unanimously.