

EXECUTIVE COMMITTEE MEETING

JUNE 1, 2009

MINUTES

PRESENT: Bacon, Coatney, Goodman, Lux, Pratt, Watson and County Clerk Zippay

ABSENT: Novak, Pomatto and Thomas

Agenda:

1. Review and Approve Agenda for the June 2009 County Board Meeting
2. Review Employee Time Sheets

The meeting was called at 6:00 p.m. in

The Committee Members reviewed and discussed all items for the June 2009 County Board Meeting Agenda, and the following motion was made:

MOTION: Motion by Goodman, seconded by Pratt to approve all items, including additional items that may arrive at a later date from the Road and Bridge and Finance Committee meetings and any items from Chairman Manar for the June 2009 agenda for the County Board meeting. All in favor, **Motion Carried.**

The Committee reviewed the time sheets submitted by Buzie Bertagnolli and Tom Reinhardt for the month of May

MOTION: Motion made by Bacon, seconded by Pratt to accept the Time Sheets received as submitted for May 2009. All in favor, **Motion Carried.**

The meeting adjourned at 6:40 p.m.

Prepared by Michele Zippay

REPORT OF ROAD & BRIDGE COMMITTEE MEETING – JUNE 2, 2009

PRESENT: Goodman, Novak, Nicholson, Schwallenstecker, Vojas, Wieseman, and Reinhart.

PURPOSE OF THE MEETING: Audit May claims and other business.

The meeting was called to order at 9:00 a.m..

Claims 6509 through 6542 totaling \$ 71,552.36 were read and approved.

Mr. Don Janus of Agri-1 Land Services, Staunton presented his appraisal of the Highway Department property at 220 North Oak St. He explained his appraisal process in-depth and answered questions from the Committee.

MOTION: Made by Wieseman, seconded by Nicholson to accept the appraisal and place it on file. All in favor. Motion Carried.

After the presentation of the appraisal, the Committee discussed the sale of the property at length and the following motion was made:

MOTION: Made by Novak, seconded by Schwallenstecker to recommend to the Board that the property at 220 North Oak St. be sold and that the price be set at \$180,000. All in favor. Motion Carried.

The Committee was updated on the status American Recovery and Reinvestment Act (ARRA) funds. Reinhart reported that no eligible municipal projects were submitted by the April 24th deadline. Reinhart therefore submitted preliminary paperwork to obligate the funds to the Litchfield Road project in order to meet IDOT's May 1st deadline. Several municipalities have contacted the County Engineer since the deadline inquiring about the possibility of still being able to access some of the funds. IDOT has indicated that it would allow a revision to the County submittal to include municipal projects but it is concerned about projects meeting the required schedule. If a municipal project were to fail to meet the schedule it is possible that the ARRA funds allotted to it would be reallocated to a project outside the County. Following a discussion the following motion was made:

MOTION: Made by Novak, seconded by Schwallenstecker to not accept any municipal ARRA projects submitted after the April 24, 2009 deadline and approve allocating all of the County's ARRA funds to the Litchfield Road project. All in favor. Motion Carried.

The Highway Department was recently notified of the selection of two projects for the Highway Safety Improvement Program (HSIP). The initial application was made in March 2008 and revised applications were submitted in March 2009 following a Rural Safety Assessment (RSA). The first project is the improvement of the curves on Nine Mile Road at Otten Road and

Campbell Rd. Estimated project cost is \$1,449,000. The second project is the improvement of two sets of reverse curves on the Emmerson Airline. Estimated project cost is \$2,380,000. HSIP projects are 90% federally funded with a 10% local share. The Committee considered the following engineering agreements for the projects:

1. Preliminary Engineering Services Agreement for Federal Participation with Cummins Engineering Corporation, Springfield for design of the Highway Safety Improvement Program project on the Nine Mile Road, County Highway 37 in an amount not to exceed \$99,424.75
2. Preliminary Engineering Services Agreement for Federal Participation with Cummins Engineering Corporation, Springfield for design of the Highway Safety Improvement Program project on the Emmerson Airline Road, County Highway 12 in an amount not to exceed \$126,369.85.

The following motion was made:

MOTION: Made by Nicholson, seconded Novak by to approve both engineering agreements and recommend passage by the full board. All in favor. Motion Carried.

In reply to an inquiry by Mr. Vojas, Reinhart informed the Committee that the State's Attorney has received a response from the Attorney General's office to his letter requesting clarification of municipal eligibility requirements for the County-Township Bridge Fund. A municipality's corporate fund tax rate must be at the maximum allowed by law for it to be eligible for County – Township Bridge Fund monies. This requirement is unaffected by PTELL.

The meeting was adjourned at 10:45 a.m..

Prepared by: Tom Reinhart

LEGISLATION AND TECHNOLOGY**MAY 29, 2009****MINUTES**

PRESENT: Pratt, Bacon, Schwallenstecker, Wieseman, John Bresnan and Bruce Pitchford

ABSENT: Dragovich, Pomatto and Quarton

AGENDA:

1. Discuss the Assistant Supervisor of Assessments
2. Update on Supr. of Assessments Office

The meeting was called to order at 9:00 a.m. by Committee Chairperson Pratt.

Macoupin County Supervisor of Assessments, John Bresnan, reviewed operations of the County Assessor's Office since taking over management of the Office on April 14. He praised all department employees for their cooperation and work ethics. He answered questions relating to the progress of 2009 assessments and suggested that work in the Office was progressing nicely. He feels that his Office will be on time for its part of the 2009 Tax Cycle.

Supervisor of Assessments, John Bresnan, reported that the present job title of Bruce Pitchford does not comply with Illinois statutes for the County Assessor's Office. He recommended that the employees of the County Assessor's Office be designated as Deputy Assessors. This was discussed at length, but no action was recommended at this time.

The meeting adjourned at 10:40 a.m.

FINANCE COMMITTEE MEETING

JUNE 4, 2009

MINUTES

PRESENT: Thomas, Lux, Coatney, Harding, Watson, Zippay, County Clerk
Zippay, County Treasurer Boehm, Wanda Hammann, Debbie Hughes,
Michelle Stoddard and Shawn Gallo

ABSENT: Pratt

AGENDA:

1. Increase appropriation to Pet Population Control Fund
2. Insurance Co-Pay
3. Discuss FY 08-09 General Fund Budget (current fiscal year)
4. Set FY 09-10 Budget Preparation Schedule (next fiscal year)
5. Proposal to reduce the Number of Precincts
6. Discuss Special Funds
7. Discuss County Policies (cost-cutting measures)

The meeting was called to order at 6:00 p.m. by Committee Chairman Thomas.

The Committee discussed an appropriation increase to the Pet Population Control which is a Special Fund, and the following motion was made:

MOTION: Motion was made by Watson, seconded by Harding, to recommend to the full Board the approval of an appropriation increase from \$9,000.00 to \$19,000.00 to the Pet Population Control Special Fund. All in favor, **Motion Carried.**

The Committee discussed the insurance co-pay at length, and the following motion was made:

MOTION: Motion was made by Lux, seconded by Zippay, to table the insurance co-pay matter until more information is available. All in favor, **Motion Carried.**

The FY 2008-2009 General Fund Budget was discussed, and County Clerk Zippay distributed a hand-out to the Committee Members indicating short-falls for several departments.

The Committee Members were given a copy of the "Proposed Finance Committee Schedule" for FY 2009-2010 budgets, and the following motion was made:

MOTION: Motion was made by Watson, seconded by Harding, to approve the "Proposed Finance Committee Schedule" for FY 2009-2010 budgets. All in favor, **Motion Carried.**

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County Clerk Zippay discussed the possibility of reducing the number of Precincts which would be Cahokia 1 and Carlinville 4 due to the fact that very few people want to serve as Election Judges. No action was taken at this time as this matter can be addressed in 2010.

County Clerk Zippay distributed copies of the Special Fund Budgets, and the Committee discussed the report. The total of appropriation increases for several Special Funds is in the amount of \$7,741,656.00. The County Clerk requested that a budget appropriation be made to the Real Estate Transfer Stamp Special Fund as this will meet payroll as well as providing a recording website for abstractors.

MOTION: Motion was made by Watson, seconded by Coatney, to recommend to the full Board the approval of increasing appropriations for the following Special Funds which totals \$1,741,656.00. All in favor, **Motion Carried.**

Animal Control -Claim	\$ 35,000.00
Delinquent Tax Liq.	500.00
Public Health	1,200,656.00
PH - M & M Dental	105,000.00
ILCHF	7,500.00
Recorder Microfilm	3,000.00
Tort Liability	20,000.00
CDAP Grant	350,000.00
Real Estate Transfer Stamp	20,000.00

County Clerk Zippay distributed copies of "County Policies and Procedures" to the Committee Members and discussed cost-cutting measures due to the County's fiscal condition. The Committee discussed the following: (1) Over-time pay will be included in paychecks (2) Mandate new hires to use direct deposit.

MOTION: Motion was made by Harding, seconded by Zippay, to recommend to the full Board the approval of over-time pay to be included on the first paycheck of the month for the hours from the preceding month. No separate checks will be issued for over-time pay. In addition, new hires will be mandated to use direct deposit. All in favor, **Motion Carried.**

The meeting adjourned at 7:05 p.m.

Prepared by: Char Taylor
Prepared on: June 5, 2009