

JUDICIAL SERVICES COMMITTEE MEETING

AUGUST 22, 2009

MINUTES

PRESENT: Manar, Zippay, Quirk, Pratt, Novak, Watson, Judge Deihl, Public Defender Meyer, Steve Meyer representing Macoupin/Montgomery County Crime Stoppers

ABSENT: Thomas and Pomatto

The Meeting was called to order at 9:05 a.m. by Committee Vice-Chairperson Quirk in Judge Deihl's conference room in the Courthouse.

Judge Deihl and Steve Meyer gave a history of the Crimestoppers organization in Macoupin and Montgomery Counties. Crimestoppers has implemented new technology to reach new individuals in both counties including text messaging and e-mails. Steve Meyer gave the committee an informative briefing on the accomplishments of the organization.

Judge Deihl explained that Montgomery County contributes a much greater amount to the organization through fines levied on felony cases as compared to Macoupin County. Judge Deihl's predecessor in office did not levy fines to help the organization. A lengthy discussion occurred among the committee members. Chairman Manar told the committee that while the Board does not approve administrative orders of the Judge, the Judge asked that the County Board consider expressing its support for levying fines in line with those of Montgomery County to support Crimestoppers.

MOTION: Motion was made by Pratt, seconded by Novak, to recommend to the full Board a motion to support Judge Deihl's administrative order to increase Macoupin County's financial support to Macoupin/Montgomery County Crimestoppers. All in favor, **Motion Carried.**

Public Defender Meyer informed the Committee that he has been surveying counties to determine a fee schedule for services provided by the Public Defender's office. Meyer recommended to the Committee that it discuss in

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an open meeting lending its support to allowing Judge Deihl to determine fees in the Public Defender's office. Most counties in the State that have full-time public defenders charge a fee for services rendered based on criteria established by the Circuit Judge. Judge Deihl said that the office has worked incredibly well to streamline the process and savings are being realized in the County's budget. Establishing fees for the public defender's office will help make the office more self-sufficient and would be in line with surrounding counties. Fees would be deposited into the General Fund unless otherwise directed by the Finance Committee.

MOTION: Motion was made by Watson, seconded by Pratt, to recommend to the full Board a motion to support Judge Deihl's administrative order allowing fees to be charged to persons utilizing services provided by the Public Defender's Office. All in favor, Motion Carried.

The committee thanked both Judge Deihl and Public Defender Meyer for discussing both issues prior to their action.

The meeting adjourned at approximately, 10:20 a.m.

Prepared by: Andy Manar

Prepared: August 24, 2009

FINANCE COMMITTEE MEETING

AUGUST 27, 2009

MINUTES

PRESENT: Manar, Thomas, Lux, Coatney, Harding, Pratt, Watson, Zippay, County Clerk Zippay, Sheriff Albrecht, Judge Deihl, Public Defender Meyer and Donna Fritz

AGENDA:

1. Power-to-Act re: Approve Bills
2. Voluntary Employee Severance Program—Plan B

The meeting was called to order at 5:30 p.m. by Committee Chairman Thomas.

The Committee was given the Power-to-Act regarding bills received after the August Macoupin County Board Meeting. County Clerk Zippay distributed a copy of Fiscal Year 2008-2009 bills that were to be paid from the General Fund before the end of the current Fiscal Year. All Departments listed on the attached first four (4) pages had sufficient funds to pay these bills out of Fiscal Year 2008-2009. The fifth (5) page lists bills which must be paid from Fiscal Year 2009-2010 General Fund. The Committee Members reviewed and discussed the matters, and the following motion was made:

MOTION Motion was made by Harding, seconded by Coatney, to approve the General Fund bills which were received after the August Macoupin County Board Meeting. Sufficient funds are available, listed on the attached first four (4) pages, to pay bills before the end of FY 2008-2009. Due to insufficient funds, listed on page five (5), the bills will be paid in Fiscal Year 2009-2010. All in favor, **Motion Carried**.

A discussion was held concerning the fees that have been provided by Montgomery and Macoupin Counties to support the Crime Stoppers Program. Judge Deihl has informed the Judicial Services Committee the possibility of providing more funds for Crime Stoppers through the Circuit Court System.

A copy of the "Voluntary Employee Severance Program – Plan B" was distributed, reviewed and discussed. A copy is attached, and the following motion was made:

MOTION: Motion was made by Watson, seconded by Pratt, to recommend to the full Board the approval of the Voluntary Employee Severance Program – Plan B. All in favor, **Motion Carried**.

The meeting adjourned at 6:15 p.m.

Prepared by: Char Taylor
Prepared on: August 31, 2009

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FISCAL YEAR 2008-2009

<u>Department</u>	<u>Vendor</u>	<u>Line Item</u>	<u>Amount</u>
<u>County Board</u>	Frontier	Phone 854-3341	\$93.16
	B&B Creations	Plaque (supplies)	\$49.90
	Scheffel & Company	Audit	\$25,012.48
		TOTAL County Board	\$25,155.54
<u>County Clerk</u>	Frontier	Long Distance Aug 09	\$40.95
		TOTAL County Clerk	\$40.95
<u>Treasurer</u>	1 Sec	Supplies	\$16.98
	Frontier	Long Distance Aug 09	\$7.48
		TOTAL Treasurer	\$24.46
<u>Assessor</u>	Frontier	Long Distance	\$16.07
	Mt. Olive Herald	BOR Publications	<u>\$77.10</u>
		TOTAL Assessor	\$93.17
<u>Circuit Clerk</u>	1 Sec	Supplies	\$300.00
	Frontier	Long Distance Aug 09	\$31.23
		TOTAL Circuit Clerk	\$331.23
<u>Circuit Court</u>	Barbara Snodgrass	Transcript (Phipps)	\$31.50
	Cheri Chapman	Transcript (Yeisley)	\$259.00
	West Payment Center	Internet Fee (June 09)	\$800.00
	West Payment Center	Internet Fee (July 09)	\$1,575.10
	Cheri Chapman	Transcript (Monterey)	\$81.00
	Frontier	Long Distance Aug 09	\$18.94
	Reserve Account	Postage (reimbursement)	\$298.81

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	Illini Tech	Service Onsite	\$45.00
		TOTAL Circuit Court	\$3,109.35
<u>Copy Room</u>	1 Sec	Paper	\$203.94
<u>Building Maintenance</u>	Otis Elevator	Service 9/1/09 - 8/31/10	\$10,009.18
<u>Courthouse</u>	MH Sales National Maintenance	Air Service (Jail/Courthouse) Partial Payment July 09	\$42.00 \$1,598.79
		TOTAL Courthouse	\$1,640.79
<u>Public Defender</u>	Reserve Account Karen Brunetto Frontier 1 Sec	Postage Supplies (batteries) Long Distance Aug 09 Supplies	\$433.86 \$13.80 \$6.57 \$64.99
		TOTAL Public Defender	\$447.66
<u>State's Attorney</u>	Frontier Reserve Account Frontier Matt Tranter Briana Rae Courtney Darrah Cheri Chapman AT&T Watts 1 Sec. Universata, Inc. Enquirer Dem. Barbara Snodgrass	Long Distance Aug 09 Mike Mathis Postage Phone Peo./Matthew White Peo./Matthew White Peo./Matthew White Peo./Yeisley Wireless Copier Office Supplies Transcripts Legal/Jason Keefer Transcripts (Crays)	\$67.26 \$355.72 \$502.20 \$20.00 \$20.00 \$20.00 \$37.00 \$189.76 \$454.99 \$196.10 \$50.68 \$30.50 \$57.00
		TOTAL State's Attorney	\$2,001.21

Coroner

Brad Targhetta	August Mileage	\$382.94
Randy Pierson	Dep Coroner Call	\$50.00
Targhetta & Wooldridge	Body Transfers (Allen/Bowde	\$200.00
Brad Targhetta	Office Supplies	\$27.98
Brad Targhetta	Postage Reimbursement	\$51.00
AT&T	Phone Reimbursement	\$144.82
Lair Death Investigations	Autopsy (Allen/Bowden)	\$350.00
Answer Midwest	Phone Service	\$221.24
Cheri Chapman	Transcript (Hohn)	\$72.00
Ralston Forensic Network	Autopsy (Bowden)	\$800.00
Ralston Forensic Network	Autopsy (Allen)	\$800.00
PF Petibone & Company	Coroner IDs	\$154.50
Brad Targhetta	Coroners Jury (Hohn)	\$138.72

TOTAL Coroner

\$3,393.20

Sheriff

Susan Lewis	Clothing Reimbursement	\$108.07
Mike Kostich	Clothing Reimbursement	\$34.46
Shawn Kahl	Clothing Reimbursement	\$208.03
Ecolab	Supplies	\$163.71
Med-Tech Resource	Supplies	\$93.92
Short Stop Citgo	Vehicles/Gas	\$475.52
Ray O'Herron	Supplies	\$98.64
Frontier	Phone 854-8921	\$46.26
Frontier	Phone 854-2042	\$36.20
Frontier	Phone 854-5000	\$32.06
Frontier	Phone 854-5506	\$45.58
Frontier	Phone 854-3135	\$871.77
Innovative Security	Service on Laser Lite Pro	\$150.00
Secretary of State	License Sticker	\$79.00
Quill	Supplies	\$189.82
MH Sales	Air Service	\$108.00
Jim McLaughlin	Service	\$29.95
Madison County Detention	Detention of Juveniles	\$3,000.00
Health Professionals	October 2009 Services	\$6,185.42
Ilini Tech Services	Dell Ink Cartridge	\$34.99
Lori Frailey	Clothing Reimbursement	\$42.38

Walmart	Supplies	\$55.93
Ray O'Herron	Clothing	\$88.41
Frontier	Long Distance Aug 09	\$229.92
Ilini Tech Services	Printer/Service Agreement	\$10,501.93
Reserve Account	Postage	\$1,000.00
Don Albrecht	Clothing Reimbursement	\$64.43
Shot Stop Citgo	Vehicles/Gas	\$3,000.00
TJs	Vehicles/Gas	\$3,000.00
Boente & Sons	Vehicles/Gas	\$20,000.00
MJ Kellner	Jail/Food	\$2,957.03
Lewis Bakeries	Jail/Food	\$119.27
Ron Whiteside	Squad Car Accessories	\$13,626.00
Airmasters	Jail/Air Conditioner	\$11,990.00
VH Builders	Jail Repairs	\$2,287.00
Joe Goodman	Clothing Reimbursement	\$73.18
Sam's	Supplies	\$249.00
Ray O'Herron	Clothing	\$28.46
Health Professionals	Nov 09 Medical Services	\$6,185.42
Global Technical System	Replace Control Station	\$2,139.26
Quilts	Office Supplies	\$118.68
Quilts	Office Supplies	\$1,522.08
Miles Chevrolet	Vehicle	\$19,763.00
Miles Chevrolet	Vehicle	\$18,763.00
Miles Chevrolet	Vehicle	\$17,763.00
Ray O'Herron	Equipment	\$542.00

TOTAL Sheriff \$148,100.78

<u>Probation</u>	Wanda Hammann	Snacks for group	\$5.05
	CDS	Supplies	\$75.00
	Frontier	Phone 854-4411	\$266.24
	Frontier	Long Distance Aug 2009	\$42.60

TOTAL Probation \$388.89

CM 19

Frontier

Phone

3540

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FISCAL YEAR 2008-2009

<u>Department</u>	<u>Vendor</u>	<u>Line Item</u>	<u>Amount</u>
<u>EMA</u>	Frontier	Leag-Distance Aug 09	\$0.29
	Frontier	854-3535	\$35.11
		TOTAL County Board	\$35.40
<u>Assessor</u>	Frontier	854-8281 (2 months)	\$444.19
	Manatron	2009 Assessment Books	\$3,339.52
	Southwestern Journal	BOR Assessment Pub.	\$166.80
	South County News	BOR Assessment Pub.	\$192.78
	Illini Tech Services	Service Call/Ink Cartridge	\$148.98
	Ikon Office Solutions	May - July Maint Agreement	\$39.81
	Bunker Hill Publications	BOR Assessment Pub.	\$168.00
	Gold Nugget Publications	BOR Assessment Pub.	\$564.60
	Macoupin County Enquirer	BOR Assessment Pub.	\$419.60
		TOTAL Assessor	\$5,484.28
<u>Courthouse</u>	Ameren	2 months utilities	\$10,659.74
	National Maintenance	Partial July Payment	\$1,701.21
		TOTAL Courthouse	\$12,360.95

Voluntary Employee Severance Program
Plan B

1. Voluntary Participation Plan B. All eligible employees may elect to participate in the severance program. Participation is completely voluntary. In addition, the employee at any time may end his/her participation in the agreement at any time. *Plan B is offered to employees as a separate program to the Voluntary Employee Severance Program Adopted by the Macoupin County Board on September 9, 2008.*

2. Service Tenure / Age Requirement. In order to qualify for the program, employees must meet all eligibility requirements in regards to age and years of service to qualify for benefits from the Illinois Municipal Retirement Fund (IMRF). *Employees who enrolled in the Voluntary Employee Severance Program as adopted by the Macoupin County Board between the dates of September 8, 2008 and August 31, 2009 are not eligible to enroll in Plan B.*

3. Enrollment Period for Plan B. Enrollment period begins upon approval of the Macoupin County Board. Enrollment period ends at the close of business on Monday, August 31, 2010.

4. Date of Voluntary Severance. Ending date of employment (voluntary severance) must be initiated by the employee and agreed upon by the employee's supervisor prior to August 31, 2010. The employee's supervisor must inform the County Board office in writing of the ending date of employment at least one week prior to the date agreed upon between the employee and the supervisor.

5. Insurance Premium Cost Sharing. The County will share the cost of health and dental insurance premiums with the employee according to the schedule below.

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6+
100%	80%	60%	40%	20%	10%

5a. Year 1 begins on the ending date of employment and ends on August 31, 2010. Year 2 begins on September 1, 2010 and ends on August 31, 2011. Each subsequent year begins on September 1 of that year and ends on August 31 of that year.

5b. The value of the premiums paid to the employee by the County will be paid as if the employee maintained employment with Macoupin County, i.e. office visit and premium co-pays, all out-of-pocket expenses, drug card, etc. will apply. Employees participating in the program are entitled only to the benefits and levels of benefits available to current employees enrolled in the County's health and dental insurance plan.

5c. If the participating employee secures health and/or dental insurance with another employer, the participating employee is rendered ineligible for the insurance premium cost sharing plan according to this agreement.

5d. When the participating employee reaches age 65, the employee is rendered ineligible for the benefits of the premium cost sharing associated with this plan.

6. Payment of Premium. Macoupin County will pay upfront the full health and dental insurance premiums and will collect the applicable premium cost share portion from the employee on a monthly basis. The County Clerk's office may employ methods to ensure that premiums are collected. If premiums are not paid by the employee on a timely basis as established by the County Clerk, the employee will be rendered ineligible for the program.

7. Dependent Coverage. If an employee elects to participate in the program, dependent coverage may be possible a) if the insurance carrier allows for such coverage and b) if the County Board determines that offering coverage for dependents is beneficial to the finances of the County. Dependents are covered by all guidelines contained in the Plan B program as employees who elect to participate in the Plan B program.

8. Limitation on Number of Participants. The number of participating employees is limited to no more than one-quarter of the employees in each office within each department. This number can be increased at the discretion of the supervisor. The individual choosing to volunteer for this severance program will be prioritized based on date and time of application. If two employees apply at the same time, the individual with most seniority will be chosen first. Any employee who is denied this program based on the cap percentage will be put on a list to be used if this program is continued next fiscal year (FY 2010-2011).

9. Filling of Vacancies. Except for critical public safety positions, any positions that become vacant due to an employee's participation in the program, the position being vacated must remain vacant for the remaining portion of Fiscal Year 2009-2010 unless specifically authorized by a recommendation of the Finance Committee and subsequent action of the Macoupin County Board.

10. Governance Committee. A Governance Committee is created to administer the Voluntary Employee Severance Program. The Governance Committee shall be made up of the Chairman of the Finance Committee, a union employee in County government appointed by the Chairman of the County Board, a non-union employee in County government appointed by the Chairman of the County Board and an elected County Official appointed by the Chairman of the County Board. The Governance Committee shall have the authority to settle all questions and disputes arising from the institution of the program.

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EXECUTIVE COMMITTEE MEETING

AUGUST 31, 2009

MINUTES

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

ABSENT: Novak and Watson

AGENDA:

1. Review and Approve September 2009 Macoupin County Board Agenda
2. Review and Approve Time Sheets for Non-union personnel

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

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

MOTION: Motion was made by Pomatto, seconded by Goodman, to approve all items, with additions, for the September 2009 Macoupin County Board Meeting Agenda. All in favor, Motion Carried.

The Committee Members then reviewed and discussed Time Sheets for the Non-union personnel. The following motion was made:

MOTION: Motion was made by Pratt, seconded by Lux, to accept the Time Sheets for the month of August 2009 for Non-union personnel. All in favor, Motion Carried.

The meeting adjourned at 6:30 p.m.

Prepared by: Char Taylor

Prepared on: August 31, 2009

ANIMAL CONTROL

SEPTEMBER 2, 2009

MINUTES

PRESENT: Novak, Wiggins, Harding, Dragovich, Pomatto, Quarton, Vojas and Buzie Bertagnolli

AGENDA:

1. Discuss Fee Increases
2. Review bids to over-see and design the Animal Control Facility
3. Discuss Animal Control coverage when the Administrator is not available
4. Other Business

The meeting was called to order at 9:00 a.m. by Committee Chairman Novak.

Committee Chairman Novak and the Committee discussed the possibility of hiring persons to cover the times when Animal Control Administrator Buzie Bertagnolli is not available. After discussing the matter, the following motion was made:

MOTION: Motion was made by Vojas, seconded by Pomatto, to recommend to the full Board the approval of hiring persons to cover the times when Macoupin County Animal Control Administrator Bertagnolli is not available or in an emergency situation. All in favor, Motion Carried.

Bertagnolli distributed a copy of the Fee Schedule Proposal for Animal Control, and a copy is attached. The Committee discussed the matter, and the following motion was made:

MOTION: Motion was made by Harding, seconded by Quarton, to recommend to the full Board the approval of the Fee Schedule Proposal for Animal Control. All in favor, Motion Carried.

Two bids were received to over-see and design the Animal Control Facility, and the bids were from: Wirth Residential and Commercial Designer Construction Management Services from Gillespie and Cowdrey and German Designed Architecture from Springfield. The two bids were reviewed, discussed and the following motion was made:

MOTION: Motion was made by Harding, seconded by Dragovich, to schedule an Animal Control Committee Meeting on October 5, 2009, at 9:00 a.m. when representatives from the two companies will be present to discuss the bids. All in favor, Motion Carried.

The meeting adjourned at 10:15 a.m.

Prepared by: Char Taylor
Prepared on: 09-02-03

MACOUPIN COUNTY ANIMAL CONTROL FEE SCHEDULE PROPOSAL

REGISTRATION FEE.....\$10.00 SPAYED/NEUTERED

\$25.00 UNALTERED

BOARDING FEES.....\$10.00 PER DAY

CITY TURN IN FEES:

ADULT DOG.....\$25.00

PUPPY.....\$15.00

CAT.....\$20.00

KITTEN.....\$10.00

CITY PICK UP FEES THE SAME AS ABOVE PLUS MILEAGE ALLOWED BY I.R.S.

OWNER RELINQUISHMENT FEES:

DOG.....\$50.00

PUPPY.....\$25.00

CAT\$25.00

KITTEN.....\$10.00

RECLAIM FEE.....\$50.00 WITH PROOF OR RABIES

\$75.00 WITHOUT PROOF OR RABIES

*IF NOT VACCINATED, OWNER HAS 7 DAYS TO COMPLY OR THE ANIMAL WILL BE PICKED UP.

SECOND OFFENSE.....\$75.00 WITH PROOF OF SHOTS
\$100.00 WITHOUT PROOF OF
SHOTS

****IT IS THE LAW THAT ALL DOGS AND CATS OVER THE AGE OF 4 MONTHS BE
VACCINATED FOR RABIES.**

****ALL DOGS IN MACOUPIN COUNTY MUST BE REGISTERED WITH THE COUNTY
ANIMAL CONTROL.**