

FINANCE COMMITTEE MEETING
APRIL 13, 2011

MINUTES

PRESENT: Coatney, Harding, Pomatto, Thomas, Vojas, Watson, County Clerk Duncan, County Treasurer Boehm, Judge Deihl, State's Attorney Watson, Circuit Clerk Mathis, County Coroner Targhetta, County Supervisor of Assessments Bresnan, County Animal Control Administrator Bertagnolli, Health Dept- Peggy Garrison, Public Defender Verticchio, Regional Superintendent of Schools Pfeiffer, Sheriff Albrecht, Probation Officer Hammann, Chief Financial Officer Springer, Nick Christen, Bruce Pitchford, Donna Fritz, Debbie Hughes, Diane Boehm, Michelle Novack, Pam Beck, Sherry Moreth, Sherry Ricchiardi, Mary, Jeanne Haley, Mona Fones, Denny Anderson and other county employees.

AGENDA:

1. Request to increase Animal Control loan
 - a. Presentation by Administrator Bertagnolli
2. 5% budget reduction proposals
 - a. Presentation by county office holders
3. State's Attorney's Office Reimbursement request
4. County Contribution for participation in State's Attorney Appellate Prosecutor Program
5. Letter to City of Carlinville Re: Municipal Elections
6. Health Reimbursement Account

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

Animal Control Administrator Bertagnolli requested an additional loan of \$21,000 to pay the balance due on the contract by the next pay request on April 25th, which is retainage amount. The State is giving Bertagnolli until April 18th to be up and functional. The Board needs a document signed by architect concerning the retainage. Bertagnolli stated additional T.A.I.L.S. fundraisers are scheduled for May and July with an estimated \$20,000.00 in funds to be raised.

CFO Springer noted that the committee would need to consider whether it wanted to extend the life of the loan or add to the balloon payment at end of loan if approved. Bertagnolli feels that she can only handle \$1,000.00 per month payment.

Chairman Thomas reported that the State owes the county over one million dollars, and we will not share in the income tax increase that the state has passed as we have in the past. Currently the state payments are three months late. The finance committee is asking for a brief discussion on how an additional 5% reduction would impact their department.

- Public Defenders Office - Jono Verticchio reported that the Public Defender's Office is actually in an okay position and will be able to handle the 5% reduction because he did not hire staff the first part of the year, and the Chief Public Defender is not being paid the full statutory salary. So through the saving that his office has already made, they will be able to continue functioning with the 5% reduction.
- Circuit Court-Judge Deihl reported that they have 60% of their current budget left and can afford to give the 5% reduction of \$4,082.80. Judge Deihl stated that they would be okay at

this time and that two things that affect his budget are how many juries and court appointed matters there are in a years' time.

- Probation –Wanda Hammann reported that a 5% impact on her department would be \$17,884.30. Recently, they had a secretary who resigned and took another job and they are looking at not filling that position until Sept. Hammann requests that the county board let them use probation fees to make up the loss of 5% of \$17,884.30. If she doesn't replace the secretary it would be \$6,743.98 to make up. Additionally, there is a shortage at end of year in salary and insurance in the amount of \$74,726.46, and would like to take that amount from Probation Fees. Hammann stated that the county also owes probation \$32,788.79 for salary paid last year and that the county said they would reimburse when they received the state money. Hammann stated that with probation fees they will be able to absorb the full 5%.
- Sheriff Dept-Don Albrecht reported that he has the largest budget in the county and a 5% cut would equal \$135,322.35 from the main jail budget and \$8,025.00 from his courthouse budget. Albrecht said that with the additional reduction he would have choices to make; lay-offs, stop patrols, shut off heat and cooling in courthouse to save money
- County Clerk Recorder- Pete Duncan stated that due to a vacancy in his office that was not filled, the Recorder budget is balanced and do not need any help in that department.

Elections-at the last meeting reported that there is a shortage; they can meet shortage with additional appropriated general funds. Duncan would like to do is take \$35,150.90 which represent 5% budget cut of his three budgets from the Misc. Real Estate Stamps fund to the general fund which would equal his 5% cut. He also is requesting one time transfer of \$41,833.18 from General fund Misc. Real Estate Stamp line item to elections budget to cover the shortage.

- Circuit Clerk – Clerk Mathis suggested that with the additional reduction, his office may have to do the following: eliminate or reduce books and transcripts, purchase of equipment, insurance bonds, cut machine rental by a third, telephone by a forth, do away with mileage, reduce postage, and cut office supplies in half, and the possibility of lay-offs. Mathis has a total of 10 full time employees. Total amount to be reduced is \$60,000.00. Mathis said that if he has lay-offs, everything will be slowed down and it will take longer to get work done.
- County Assessors Office-John Bresnan reported that currently they are under staffed. However, they will do the best they can with what they have and would be able to absorb a 5% cut. There impact would be just over \$8,000.00.
- County Treasurer's Office – Anne Boehm reported the tax assessment and collection account budget of \$65,000.00 to date they have spent \$54,000.00. They currently have \$10,000.00 in that fund, and she will need \$10,000.00 for the tax bills and about \$8,000.00 for the postage. So this would still leave a deficit of about \$7,800.00.

In the Treasurer's account, she has a deficit of \$21,000.00 with the additional 5% cut; she is requesting to use Treasurers Automation fund which has a balance of \$80,000.00 to pay salaries and absorb the 5% cut.

- State's Attorney-Jennifer Watson reported that 5% off of her budget is a little under \$11,000 and she has already trimmed off the 5% due to change in personnel. She stated that she had met the reduction and cannot handle more than the 5%.
- County Coroner – Brad Targhetta reported that he will be able to handle the 5% reductions.
- Regional Superintendent of Schools- Pfeiffer reported that they will be able to handle the 5% reduction. To date, the ROE has lost eight (8) people over the last year.
- Macoupin County EMA-Chief Financial Officer Springer reported that Jim Pitchford was unable to attend due to a class which he is attending out of town. Pitchford provided a print out of the cuts to handle the 5% reduction for his office.

Following discussion, no motions were made by the Committee.

Peggy Garrison representing Kent Tarro addressed the committee requesting that the County continue to pay life insurance premiums for Public Health employees at a monthly fee of about \$80.00 a month. It recently came to their attention that those premiums may transfer from the County's General Fund to the Health Department. Garrison also noted that Matt Gazda with Gazda Insurance said that the county needed to add mine subsidence for the Maple Street facility; the premium for this addition would be \$2,722.00. Garrison came before the committee to request that the county consider paying half of the premium.

State's Attorney Jennifer Watson presented bills that she received from past fiscal years before she took office that have not been paid. Watson is requesting that the Finance committee recommend these bills be paid, total amount: \$7,077.10. Watson said that there were some bills that she had to pay but would like to be reimbursed for.

No motions were made. However, Thomas and Chief Financial Officer Springer requested that State's Attorney Watson provide a breakdown to the Committee of which bills have and have not been paid prior to the Committee recommending any action to the Board.

State's Attorney Watson also presented a statement from State's Attorneys Appellate Prosecutor's Office for collection of county matching funds December 1, 2010 to November 30, 2011 in the amount of \$13,000.00.

Motion : Motion was made by Harding, seconded by Coatney to pass a resolution to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2011, commencing December 1, 2010 and ending November 30, 2011. All in favor, Motion Carried.

Motion: Motion was made by Pomatto, seconded by Harding to recommend to the board to pay \$13,000.00 for participation in the Office of the State's Attorneys Appellate Prosecutor Program for Fiscal Year 2011. All in favor, Motion Carried.

County Clerk, Duncan discussed with the Finance Committee the Health Reimbursement Account. When it was set up there was a formula where the highway dept, the health dept and General Fund representing all other county employees each contributed into the fund. The County currently owes \$11,859.99 combined for both reimbursement checks to employees and the county portion for administrative cost to Benefit Planning Consultants.

Motion: Motion was made by Watson, seconded by Harding to have the County Fiscal Officer to work with the County Clerk, Highway Dept, and Health Dept to develop a temporary solution concerning the HRA account and its payments to employees and Benefit Planning Consultants. All in favor, Motion Carried.

The committee plans to consider a long term solution to funding the HRA account in the next month.

County Clerk Pete Duncan brought to the Finance committees attention that in the recent primary election held in Carlinville that the county incurred substantial costs. A letter has been drafted to the City of Carlinville requesting the City consider selecting an alternative process for municipal primary elections in the future.

Motion: Motion was made by Pomatto, seconded by Coatney to send letter to City of Carlinville. All in favor, Motion Carried.

Gabe Springer introduced Jeanette Baker who is working on a part time basis with the County Board, filling in for Char Taylor. Baker's wages will be paid by the County Board directly to the E9-1-1.

The meeting adjourned at 7:30 p.m.

Prepared by Jeanette Baker

ANIMAL CONTROL COMMITTEE MEETING

April 27, 2011

MINUTES

PRESENT: Novak, Dragovich, Harding, Pomatto, Quarton, Vojas, Wiggins, and
Animal Control Administrator Bertagnolli

AGENDA:

1. Review Final Bills
2. Discuss all other related business and personnel

The meeting was called to order at 9:03 a.m. by Committee Chairman Novak.

Committee Chairman Novak and the Committee discussed the punch list and the items that needed to be completed at the new Animal Control facility.

Animal Control Administrator Bertagnolli reported to the committee that they are in the new facility. Bertagnolli stated that all the dogs were given a bath and then were moved to the new facility over the weekend. Also, she had five (5) dogs adopted on Saturday.

Bertagnolli stated that the State was in yesterday and conducted an inspection and there are a few minor items that need to be addressed, these need to be completed by May 16th.

Committee reviewed the bill from Neely Construction which is the final payment; copy is attached. The following motion was made:

MOTION: Motion was made by Pomatto, seconded by Dragovich, to recommend to the full Board the approval of payment to Neely Construction in the amount of \$21,290.18. **Motion Carried.**

T.A.I.L.S. has paid approximately the following amount toward the new Animal Control facility: \$137,000.00 plus the additional \$9,908.00, and they will pay the remaining \$3,000.00 due to the architect.

Bertagnolli stated that she has a fundraiser coming up: 4th Annual Spring Banquet and Auction on May 14th at the Macoupin County Fairgrounds.

Personnel were discussed by Administrator Bertagnolli: the current part-time employee was not working out and was let go. The other part-timer will be starting school May 25th and will only be able to work in the afternoons. Bertagnolli will contact CFO Springer about replacing the employee once she starts school.

Bertagnolli stated that she has donations for the landscaping and the seeding the grass area around the building.

Committee discussed what would happen to the old facility; Novak said that he would bring it up at the county board meeting.

Motion made by Robert Quarton and seconded by Tony Wiggins to adjourn the meeting at 9:35 a.m. Motion Carried

Prepared by: Jeanette Baker

Prepared on: 04.27.2011

REPORT OF ROAD & BRIDGE COMMITTEE MEETING – MAY 3, 2011

PRESENT: Goodman, Nicholson, Novak, Pomatto, Schwallenstecker, Vojas, Wieseman, Reinhart

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

Claims 7495 through 7532 totaling \$ 102,102.96 were read and approved.

No 50/50 petitions were presented.

An agreement with Cummins Engineering Corporation for the construction engineering on the Shipman Cutoff Road soil-cement project was discussed.

MOTION: Made by Novak, seconded by Nicholson to recommend the Board approve the construction engineering agreement in an amount not to exceed \$16,625.10 with Cummins Engineering Corporation for the Shipman Cutoff Road soil-cement project. All in favor. Motion Carried.

The Committee discussed the legal loads on county highways and the possibility of posting certain county highways either with a 90-day seasonal posting or a permanent load posting. Reinhart has been in contact with the Illinois State Police about getting model resolutions for the posting. Reinhart will also look up the current statutory legal loads for the next meeting.

The sale of the 220 N. Oak Street property was discussed. To date, there has been one offer on the property that was too low for the County to accept. The offer was countered but no agreement was reached. The current listing agreement with Firm Foundations expires July 25, 2011. The Committee will consider all of its options after the listing agreement expires.

The Committee reviewed the results of the April 27th MFT oil and letting. Oil prices increased only slightly over last year, which was a surprise given recent crude prices. The following motion was made:

MOTION: Made by Wieseman, seconded by Pomatto to accept the bids and recommend the full board award contracts to the low bidders. All in favor. Motion Carried.

Mr. Schwallenstecker complimented the Highway Department crew on the ride quality of the recent repairs to the Brighton-Bunker Hill Road.

The meeting was adjourned at 10:20 a.m.

Prepared by: Tom Reinhart

EXECUTIVE COMMITTEE MEETING

MAY 3, 2011

MINUTES

PRESENT: Thomas, Bacon, Coatney, Goodman, Pomatto, Quirk, Watson, Zirkelbach, County Clerk Duncan, CFO Springer

AGENDA:

1. Approve Timesheets
2. Approve agenda for the May 2011 meeting of the Macoupin County Board
3. Revolving Loan Fund Monthly Report - April

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

The April 2011 Time Sheets for Non-union personnel were reviewed, discussed and the following motion was made:

MOTION: Motion was made by Goodman, seconded by Bacon, to accept the April 2011 Time Sheets for Non-Union Personnel. All in favor, Motion Carried.

The Tentative Agenda for the May 2011 County Board Meeting was reviewed, discussed and amended to add the following: MEDP News Flash and Kent Tarro and Shari Albrecht requested to be added as guests.

MOTION: Motion was made by Coatney, seconded by Quirk, to approve (with additions) the Agenda for the May 2011 County Board Meeting. All in favor, Motion Carried.

CFO Gabe Springer reported on the Revolving Loan Fund for April. The County currently has five (5) issued loans; State's Attorney Watson recently made the Connexus, Inc. loan current by writing a new note with a balance of \$7,501.60 owed. The new note is now in individual names instead of the corporation.

Mama Dee's Kitchen has outstanding balance of \$16,191.91; two of the three women on the original note have moved out of state, the other is in a nursing home. The owners have asked the State's Attorney if the County would accept a lump sum of around \$8,000.00 and would request then that the county forgive the rest of the note. Board member Watson stated that with the two parties out of state with no income, making it hard to collect. Board member Watson also noted that it may cost the County more in attorney fees than what we would get if we accept the lump sum. State's Attorney

Watson will come before the full Board to discuss collection options with respect to this loan. No action was taken.

The April 2011 Time Sheet for Jeanette Baker was reviewed and the committee decided to approve her time sheets separately as payment will be made by the County Board to E-911 each month for the number of hours Jeanette works in the Board Office. The rate of reimbursement to E-911 is \$12 per hour and will be made following the approval of time sheets by the Executive Committee each month.

MOTION: Motion was made by Pomatto, seconded by Watson to approve April 2011 time sheet for Jeanette Baker. All in favor, Motion Carried.

CFO Springer requested that the Board office consider a small petty cash fund for the office if possible. Chairman Thomas said that this would have to be something that was first run by the auditors. No action was taken.

The meeting adjourned at 5:55 p.m.

Prepared by: Jeanette Baker
Prepared on: May 4, 2011

FINANCE COMMITTEE MEETING
APRIL 27, 2011

MINUTES

PRESENT: Bacon, Coatney, Harding, Manar, Pomatto, Thomas, Vojas, Watson, County Clerk Duncan, County Treasurer Boehm, Judge Deihl, State's Attorney Watson, County Coroner Targhetta, Probation Officer Hammann, Chief Financial Officer Springer, Nick Christen, and other county employees.

AMENDED AGENDA:

- 1) FY 10 – 11 Budget
- 2) State's Attorney's Office Reimbursement
- 3) Revolving Loan Collection Update
- 4) Animal Control Loan
- 5) Health Reimbursement Account
- 6) Real Estate Transfer Fund
- 7) Lease Payment Resolution
- 8) Civil Union Fees

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

County Board Chairman Andrew Manar gave a presentation of the county current budget, with estimates of income and expenses for the remainder of the current fiscal year. Chairman Manar also informed the committee of additional expenses that are not reflected in the balance sheet which are as follows: (balance sheet attached)

- Elections Budget requested an additional \$41,000.00 to cover elections that were not included in the budget last year.
- States' Attorney Office- Judiciary Committee recommended paying bills from FY 09-10 in the amount of \$7,000.
- These items equal an additional \$48,000 in terms of additional requests, not included in the current balance sheet.

Board Chairman Manar suggested the following to the committee:

- 1) Account for the cost of the State Attorney's by increasing appropriation by \$7,077.10
- 2) Increasing appropriation to the County Clerk Elections Election budget by \$41,000.00
 - a) Reduce Real Estate Stamps Fund by \$41,000
- 3) Increasing the Tax Assessments line by \$8,000 in order to comply with a request from the Treasurer to cover the cost of postage on the outgoing property tax bills
- 4) Overall, seek to reduce the budget by \$300,000.00 with a 5% current year reduction

Motion: Motion was made by Harding and seconded by Coatney to recommended to the full board to increase the States Attorney's appropriation by \$7,077.10. All in favor, Motion Carried.

Motion: Motion was made by Watson and seconded by Vojas to recommend to the full board to reduce line 17 (Real Estate Stamps) by \$41,000.00 and increase line 12 Elections by \$41,000.00. All in favor, motion carried.

Motion: Motion was made by Harding and seconded by Vojas to recommend to the full board to increase appropriation to the Tax Assessments/Collections by \$8,000.00. All in favor, motion carried.

Committee went over the each department listing the ones that can be reduced by the 5%, and excluded Animal Control, Elections, Tax Assessments from the reduction.

Motion: Motion was made by Vojas and seconded by Harding to recommend to the full board to reduce the appropriations on the line items that can be reduced, by 5% effective by the May Board meeting. All in favor, motion carried.

Judge Deihl said that a resolution is needed to transfer funds from the General Fund back to the Probation Fund Fee account to be approved by Administrative Office. Wanda Hammann has the resolution prepared for the committee's approval.

Motion: Motion was made by Coatney and seconded by Watson to recommend to the full board to adopt a resolution to increase the Macoupin County Probation General Fund and Probation Fee Fund Budgets. All in favor, motion carried.

Revolving Loan Collection Update

State's Attorney Jennifer Watson reported to the committee the status of two delinquent loan accounts.

On the first delinquent loan – Connexus, Inc. – there is a balance of \$7,501.60. State's Attorney Watson stated that it was better to have a new promissory note for two reasons: first, it makes the note current (taking it out of the corporation name and putting in the individuals names) and it includes a penalty for late payments which the old note did not have.

The second loan – Mama Dee's Kitchen – has a balance of \$16,191.91, three individual parties signed the original note; two are living out of state and the third is an elderly person in low income housing. Watson said that she has been in contact with one of the original signers living in Florida. She is willing to borrow money from family and pay a lump sum of \$8,000.00 and would like for the county to forgive the rest of the loan.

Manar stated that this money originally came from a CDAP grant, and he questioned if DCEO would be able to help collect this money. Manar said that he would be willing to contact them.

No motion was made and the committee referred matter to the full board.

Animal Control Loan

Manar suggested that the County loan an additional \$21,000.00 to the Animal Control Loan and that amount be added to the balloon payment at the end of the loan making the total balloon payment \$96,000.00. The 2% interest would then apply to the full \$271,000.00.

The County needs to adopt a new resolution to supersede the previous resolution to make the change reflected above.

Motion: Motion was made by Pomatto and seconded by Vojas to recommend a new resolution regarding the financing of the Animal Control Loan. All in favor, motion carried.

Health Reimbursement Account

Committee discussed the Health Reimbursement Account as several departments in the past have not made payments to the fund regularly causing there to not being enough funds to cover employee claims. After a recent resolution by the CFO and County Clerk, the Public Health, Highway, and General Fund have all been billed past administrative and claim amounts through April 2011 and all current claims are paid out to employees.

Real Estate Transfer Fund

Committee discussed what the county needs to do with the Real Estate Transfer Fund whether to keep or abolish. Chairman Manar requested County Clerk Duncan to come back to the committee with a proposal as to what to do with the fund.

Lease Payment Resolution

CFO Gabe Springer reported that the lease payment resolution came as a recommendation by the auditors who recently performed the special audit. The recommendation was for the County to keep better track of lease payments owed to the County.

Motion: Motion made by Harding and seconded by Pomatto to recommend adoption of the lease payment resolution to the full board. All in favor, Motion carried.

Civil Union Fee

County Clerk Duncan reported that the Civil Union Law goes into effect on June 1, 2011; applicants must apply for a license and pay the required fee. Counties are allowed to charge \$4.00 for the license, compared to a marriage license which is \$75.00, the fee is not enough to cover the cost of the license. Currently there is a bill going thru legislation to deal with the fee. County Clerk Duncan plans to come back to the committee when he has more information.

Adjournment

Motion: Motion was made by Coatney and seconded by Pomatto to adjourn at 7:38 P.M. All in favor, motion carried.

**EXECUTIVE COMMITTEE MEETING
APRIL 25, 2011
MINUTES**

LOCATION: Palmyra Village Hall

PRESENT: Board Members: Chairman Manar, Harding, Quarton, Quirk, Watson;
Guests: Jim Launer and Valerie Quarton

AGENDA:

1. Background on County Board Redistricting Process in State Statute
2. Review Population Statistics from the 2010 Census provided by the U.S. Census Bureau
3. Review results of public referendum from the November 2008 General Election
4. Public Comment

Chairman Manar called the meeting to order at 6:00 pm and distributed five hand-outs: a) Timeline for Board Reduction Proposal, b) chart outlining population change by precinct, c) chart outlining population change by county board district, and d) a map of current County Board districts.

The Committee review State Statute that directs each county board in the State to redistrict every decade. Statute states that each district shall be equal in population, shall be contiguous and compact, may divide townships or municipalities only when necessary to confirm to equal population and shall be created in a manner so that no precinct shall be divided between 2 or more districts.

Statute also states that prior to reapportionment, each county board shall first determine its size and make-up (i.e. single or multi-member districts). A reapportionment plan must be passed by the July meeting of the county board.

Chairman Manar reviewed the materials. The Committee discussed the results of the 2008 advisory referendum to reduce the size of the county board from 27 members to 18 members. Chairman Manar reminded the Committee that a binding referendum under State law is not possible for determining the size of county boards. Therefore, the Board chose to place an advisory referendum on the ballot.

Chairman Manar explained that the "official" census results are not accurate for population figures in the County because the Census Bureau did not use current precinct boundaries to determine population. Board Member Lee Lobue determined the correct population figures for each precinct in the County by utilizing software provided by the State Senate for public access in Springfield. The chart being used by the Committee shows both the "official" population figures by precinct from the Census Bureau which are incorrect and the "unofficial" population figures by precinct which are accurate. Manar said that he has spoken with County Clerk Pete Duncan regarding the error by the Census Bureau to get the problem fixed.

Board Member Quarton expressed interest in North Otter Township being included in County Board District 6. North Otter Township is currently part of County Board District 7.

Board Member Quirk expressed interest in District 3 gaining back a Shipman precinct that was drawn into District 6 in the 2000 redistricting.

Valerie Quarton told the committee that unlike the Southern portion of the county, it is very hard to communicate to voters in the northwestern area because there is only one newspaper and District 6 is so large and encompasses a good portion of the land area of Macoupin County.

The Committee discussed the possibility of instituting single member districts as opposed to the current three member districts that are in place today. Board Member Quirk said that if the Board chose a single member district plan with less members, the Board should consider having a Chairman elected county-wide just like all other county officials.

The meeting adjourned at approximately 7:00 pm.

Prepared by: Chairman Manar
Prepared on: May 1, 2011

EXECUTIVE COMMITTEE MEETING
APRIL 19, 2011
MINUTES

LOCATION: Staunton MEDP Office

PRESENT: Board Members: Chairman Manar, Dragovich, Gay, Schwallenstecker, Thomas, Vojas; Guests: Payton Bernot, Michelle Zippay, Stephanie Dragovich, Mayor John Willmon, Deanna Taylor, Dave Ambrose

AGENDA:

1. Background on County Board Redistricting Process in State Statute
2. Review Population Statistics from the 2010 Census provided by the U.S. Census Bureau
3. Review results of public referendum from the November 2008 General Election
4. Public Comment

Chairman Manar called the meeting to order at 7:00 pm and distributed five hand-outs to be used during the meeting: a) Timeline for Board Reduction Proposal, b) chart outlining population change by precinct, c) chart outlining population change by county board district, and d) a map of current County Board districts.

Public hearings are not required for County Board redistricting but the Board believed that public hearings would be a prudent step to take.

Chairman Manar reviewed State Statute that directs each county board in the State to redistrict every decade. Statute states that each district shall be equal in population, shall be contiguous and compact, may divide townships or municipalities only when necessary to conform to equal population and shall be created in a manner so that no precinct shall be divided between 2 or more districts.

Statute also states that prior to reapportionment, each county board shall first determine its size and make-up (i.e. single or multi-member districts). A reapportionment plan must be passed by the July meeting of the county board.

The Committee reviewed the reviewed the materials. The Committee discussed the results of the 2008 advisory referendum to reduce the size of the county board from 27 members to 18 members.

Under the population figures provided, the target population for each district is 5,307 people. The County lost population in the Census going from 49,019 to 47,765. Districts 1,2 and 5 have more than the target population and Districts 3,4,6,7,8 and 9 have less population than the target population figure.

Chairman Manar explained that the "official" census results are not accurate for population figures in the County because the Census Bureau did not use current precinct boundaries to determine population. Board Member Lee Lobue determined the correct population figures for each precinct in the County by utilizing software provided by the State Senate for public access in

Springfield. The chart being used by the Committee shows both the "official" population figures by precinct which are incorrect and the "unofficial" population figures by precinct which are accurate. Manar said that he has spoken with County Clerk Pete Duncan regarding the error by the Census Bureau to get the problem fixed.

The Committee discussed updating precinct lines to reflect population shifts in certain townships. The Committee also discussed the consolidation of some smaller precincts as a cost savings measure for election administration.

Mayor Willmon asked why the referendum that the county Board voted to place on the ballot in 2008 was not binding. Chairman Manar said that the Board researched that option following the mine closures and determined that a binding referendum under State law is not possible for determining the size of county boards. Therefore, the Board chose to place an advisory referendum on the ballot. Chairman Manar stated that the Board still has to vote to institute a reduction.

The Committee discussed the possibility of instituting single member districts as opposed to the current three member districts that are in place today. Chairman Manar told the committee that the County Board has the ability to determine both its size and how districts are determined and that all of those possibilities should be discussed.

Chairman Manar reminded committee members of the additional hearing schedule for Palmyra and Carlinville.

The meeting adjourned at approximately 8:30 pm.

Prepared by: Chairman Manar
Prepared on: May 1, 2011