

MACOUPIN COUNTY

ANIMAL CONTROL MEETING

September 26, 2011

PRESENT: Chairman Novak, Pomatto, Wiggins, Harding, Quarton, Vojas

ABSENT: Dragovich

GUESTS: Representatives from T.A.I.L.S. Betty Scheldt, Mark Hopping

Chairman Novak called the meeting to order at 9:00 am

Chairman Novak first recognized the representatives from TAILS and asked if they had any questions or comments.

- Representatives from T.A.I.L.S wanted to know when the county planned to host an Open House at the new Animal Control facility.
Animal Control Administrator Bertagnolli stated that she has e-mailed County Board Chairman Andy Manar asking for his input as to when to schedule an open house. Bertagnolli stated that she tentatively has set the date for the open house for Sunday, October 30th from 1-3 p.m.
- Betty Scheldt (T.A.I.L.S) also wanted to know if the county has come any closer to setting up a volunteer program for workers at the animal control facility.
Bertagnolli said that she is taking applications, the applications includes a list of jobs that need to be preformed; the volunteer would check mark the jobs they are able and willing to do. Chairman Novak said that they need assistance with answering the phones and assisting the public with adopting the animals. Novak stated that they would like to get the information out as soon as possible concerning the open house; Scheldt said that if Bertagnolli would like to do flyers for the event, T.A.I.L.S. had volunteers to help.
- Betty Scheldt asked Buzie if she would bring the applications to the next TAILS meeting and also if a volunteer schedule would be set up. Bertagnolli said the schedule would be determined on what the volunteers want to do.
- Betty Scheldt said in her discussions with Bertagnolli concerning volunteers, the volunteers need to be screened and trained in the proper way of handling the animals and doing the other jobs and as noted earlier they need a schedule. Ms Scheldt also informed the committee that Mark Hopping has sent an email to Chairman Manar regarding Phase 2 of Animal Control shelter. T.A.I.L.S has voted to set aside separate funding to help finish Phase 2.
- Chairman Novak emphasized again how much the committee and county appreciates all that TAILS has done and is continuing to do for the animal control facility.

- Question was asked if TAILS meets on a regular basis; Ms. Scheldt stated that they meet once a month on the 1st Tuesday of the month at 7pm at the Job Center.

OTHER BUSINESS

Bertagnolli informed the committee that Sara Way has offered to take professional pictures to help with the adoptions; Ms Way would like to come out every other Sunday; also the local newspaper is willing to take pictures and put in the newspaper for free.

Ruth Pomatto said the Litchfield paper has a little article every day concerning Memorial Gardens stating where you can send donations; Pomatto thought that the shelter could consider doing something similar to seek donations.

Mark Dragovich discussed the wells at the last meeting and stated that there's a glycol product which transfer the temperature and that's what makes everything work. Currently there are enough wells for the new part of the facility; they are not hooked up but have been donated by Mark. The committee discussed that there is a need to ask Dragovich (who was absent for this meeting) when they need to be checked or monitored as he may need some help.

Novak stated that there was some question concerning the electrical bill at the new facility whether it was included in the bid for electrical service; Novak did some checking and it was included and has been taken care of.

Administrator Bertagnolli said that they have changed pest control companies and the cost increased by \$10.00 due mainly to the size of the new facility and the new company will spray inside and outside the building.

Novak questioned the new part time position and whether the job was posted. Buzie said that the new employee is Barb Curtis from Staunton, and is a great addition; she was hired at minimum wage and works Monday thru Friday about 4 hours a day.

Buzie discussed with the committee the kind's of items that she needs. She needs dog food, cat food, towels, sheets, newspaper, and kitty litter, any of these items that are donated would not come out of her budget.

Novak, asked about the filter system on the septic, and whether or not it was being monitored. Bertagnolli said that the filters in the building are cleaned on a regular basis. Bertagnolli said that the inside of the building is complete. The landscaping has been completed this last weekend. Novak mentioned the septic tanks; they need to be marked so that there is no traffic driving over them. Wiggins mentioned the freezer at the old building needs to be moved to the new building; Bertagnolli said that she needs man power to get it moved so that the power can be shut off at the old building. Harding said that he would check with Tom Reinhart to see if they can help move the freezer.

Finances: The committee was asked whether or not everybody gets the monthly financial sheet? Bertagnolli said yes everyone gets the information, which includes all donations.

Novak said that it was discussed at the last meeting the way we collect revenue from the towns; setting up a fee for animal control was discussed and it was decided that the way it is currently being done is more appropriate. Assigning a fee may lead to communities opting out of the program.

Novak had a question about the life insurance premium \$349.44 which they thought was too high; Novak said he asked County Clerk Duncan what this covered and Duncan said that it covered life insurance and dental insurance for the whole year. Bertagnolli also said that her health insurance separately went up \$57.00 a month. *The cost of the health insurance plan to the county per employee was \$454.15 prior to any increase beginning in October 2011.*

Novak said that Animal Control should get a memo out to every police department notifying them that any time there is an animal incident from the police department, that the Animal Control Administrator should receive a report from them. Novak asked Bertagnolli to give the committee a draft of the memo to be sent to the police departments.

Lastly, it was asked by the committee how long animals are held? Bertagnolli responded by saying it depends on the animal; by law when she picks up a stray she holds for seven days to give the owner a chance to pick it up; after the seven day then it can be put up for adoption. If it is not a healthy animal, it is euthanized.

Motion made by Harding and seconded by Pomatto to adjourn at 10: 01 a.m. All in favor, motion carried.

Minutes prepared by Jeanette Baker
September 29, 2011

**MACOUPIN COUNTY
EXECUTIVE COMMITTEE MEETING**

October 3, 2011

MINUTES

PRESENT: Manar, Thomas, Bacon, Coatney, Goodman, Pomatto, Quirk, and Zirkelbach, CFO Springer, Jeanette Baker-Administrative Assistant

COUNTY OFFICIAL: County Clerk Duncan

ABSENT: Watson

AGENDA:

1. Approve September timesheets
2. Approve agenda for the October 2011 meeting of the Macoupin County Board
3. Revolving Loan Fund Monthly Report – September

The meeting was called to order by Committee Chairman Thomas at 5:00 p.m.

MOTION: Motion was made by Quirk, seconded by Zirkelbach, to accept the September 2011 Time Sheets for Non-union Personnel. All in favor, **Motion Carried.**

The Agenda for the October 2011 County Board Meeting was reviewed, discussed and the following motion was made:

MOTION: Motion was made by Pomatto, seconded by Goodman to approve (with additions and corrections) the Agenda for the October 2011 County Board Meeting. All in favor, **Motion Carried.**

The Revolving Loan Fund report for September was reviewed and discussed. No motion was made.

MOTION made by Coatney and seconded by Bacon to adjourn at 5:30 P.M. **Motion Carried.**

**Prepared by Jeanette Baker
October 5, 2011**

REPORT OF ROAD & BRIDGE COMMITTEE MEETING – OCTOBER 4, 2011

PRESENT: Goodman, Nicholson, Novak, Pomatto, Schwallenstecker, Vojas, Wieseman, Girard
Alderman Ralph Olguin, Asst. States Attorney Brent Cain and Reinhart.

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

Claims 7713 through 7755 totaling \$ 99,076.11 were read and approved.

Mr. Olguin was present to discuss Girard's new golf cart ordinance and request the County approve of a portion of West Center Street for the use of golf carts. The County has jurisdiction of West Center Street as it is a part of County Highway 12. Asst. States Attorney Cain stated that the Girard ordinance references a section of the Illinois statutes that has been repealed. The ordinance would have to be amended to reflect the statute changes before the County would act. The committee discussed the ramifications of allowing golf cart traffic on a county highway including signage and liability concerns. The following motion was made:

MOTION: Made by Wieseman, seconded by Schwallenstecker to table action on the City of Girard's request until its ordinance is amended to current statutes. All in favor. Motion Carried.

The Committee discussed a preliminary engineering agreement for the design of a bridge on Rinaker Road over Hurricane Creek. The existing structure is posted 10 tons due to deteriorated timber piling and prestressed precast deck beams. Repair of the structure is impractical.

MOTION: Made by Pomatto, seconded by Nicholson to recommend the Board approve a preliminary engineering agreement in an amount not to exceed \$41,000 with Hampton Lenzini and Renwick, Inc. of Springfield for the design of a bridge on Rinaker Road over Hurricane Creek in Brushy Mound Township (Section 11-04109-00-BR). All in favor. Motion Carried.

Mr. Schwallenstecker inquired about the replacement of the crane beams in the highway building at 21639 IL Route 4. Reinhart has been in contact with Mr. Hays about the beams. Mr. Hays has been searching for the correct size beams but has been unable to locate any.

Mr. Schwallenstecker asked about the painting the posts of the Highway Department sign. Reinhart stated that close inspection indicated that the entire sign is in need of painting. He is trying to contact the painter to have the work done.

Mr. Schwallenstecker also asked about the weight limit posting on county highways. Reinhart will be contacting other counties for a typical posting resolution for action this winter. Ms Pomatto stated that she had been contacted about overloaded trucks running on Walshville Road, C.H. 16 and suggested that Walshville Road should be considered for posting.

Ms Pomatto inquired about the status of special funds received by Mt. Olive Road District from the Illinois Department of Transportation (IDOT). Reinhart reported that the material quotes have been submitted to IDOT and he has requested disbursement of the funds on behalf of the Road District. IDOT is still processing the request.

The meeting was adjourned at 10:15 a.m.

Prepared by: Tom Reinhart

**MACOUPIN COUNTY
FINANCE COMMITTEE MEETING
OCTOBER 5, 2011**

MINUTES

PRESENT: Thomas, Coatney, Harding, Pomatto, Watson, County Treasurer Boehm,
CFO Springer, Larry Pfeiffer-ROE, Jeanette Baker

AGENDA:

1. Revolving Loan Fund
2. MEDP 3rd Quarter Dues
3. Electricity contract update
4. Audit Proposals
5. Mileage
6. Update from Regional Office of Education
7. GIS Fund / County Clerk
8. Archive Donations / County Clerk
9. Redistricting Costs / County Clerk

Committee Chairman Thomas called the meeting to order at 5:00 p.m.

First item on the agenda: Revolving Loan Fund. The committee postponed discussion until States Attorney Watson arrives.

Committee moved on to the second item – MEDP 3rd Quarter dues: Chairman Thomas stated that this is the last year of the current three-year agreement. The county committed \$82,000.00 annually for three years and we are currently in the third year of that agreement. Committee member Watson said that if we want to continue we will have to have an extension of some agreement. CFO Springer stated that bringing the invoice payments before the Finance Committee was something he chose to do to keep the committee members continually informed; no motion is required from the board to approve payment as the three-year agreement already provides such approval.

Next, States Attorney Jennifer Watson discussed with the committee about Mama Dee's delinquent loan. Watson stated that she has previously filed suit against the owners. The owners have hired an attorney here in town; the county received a letter from their attorney offering the county a lump sum of \$10,000.00 – they currently owe just over \$16,000 on the revolving loan that they have defaulted on. Committee discussed this offer and the various options the county has. Committee member Harding asked the States Attorney for a recommendation; Watson said her recommendation would be to take the lump sum offer as the county would get the \$10,000.00 now; she said that if she sought a judgment, the county we would likely be first lien holder. However, if they were to take bankruptcy, the County could end up with pennies on the dollar; also, under a judgment, a sale would have to be forced before the County could receive any funds.

MOTION made by Harding and seconded Pomatto to make a recommendation to the full board to accept the lump sum settlement of \$10,000.000 and that the suit will lay dormant until payment is received. All in favor, motion carried.

Committee member Coatney asked the States Attorney Watson about Connexus Corp. Watson stated that she rewrote that note to make it current. CFO Springer said that the County has been receiving consistent payments, but have not received a payment yet for this month. Harding said that he is concerned because he heard that they filed bankruptcy; it was stated that the paper (South County News) is no longer in existence, but the corporation is still running. CFO Springer stated that if he doesn't make payment, he will make a phone call to Mr. Ambrose 10 days following the payment due date per the new revolving loan policies. Watson stated that the new note has penalties built in.

Next item on the agenda: Electricity contract update

CFO Springer said everyone should have a spreadsheet showing the cost saving analysis of the new energy contract, broken down by facility. He said that he asked the firm that we entered into the agreement with, DaCott, for an update on what we have saved as of the first quarter of the contract. Over the first three months, the County has saved just over \$5,000.00. DaCott has estimated more than \$20,000.00 savings in the first year with the likelihood of that to increase in the second year. Springer believes that savings could still reach the two-year savings level that was originally estimated as actual savings depends largely upon utility rates set by the ICC over the two-year term.

Next item on the agenda is Audit Proposals: CFO Springer stated that we sent requests out eleven different firms, and the majority of them responded by saying that they did not have large enough staffs to take on the County's audit. The County received two complete responses to the Request for Proposal: our current auditor Scheffel and the other from Sikich out of Springfield. The proposals are both very similar except for the cost differential. Scheffel is proposing to keep their cost level with the current year (no increase) for the next two years with an increase of 3% for the third year then flat again for the 4th year. The Sikich proposal requests \$59,000.00 for the first year which is a 50% increase, then 3% annual increases for the remaining years. CFO Springer said that when looking over the Sikich proposal, they proposed a very specific audit process and timeline schedule of when work would completed, but the cost differential was considerable. The committee discussed the fact that if Scheffel is to be retained, they would like to ask them to provide more details regarding completion timelines. Chairman Thomas said that he would also like Scheffel develop the management discussion and analysis for the County's review and be more thorough in telling us where we need to make improvements.

Motion made by Watson and seconded by Harding to make a recommendation to the full board to accept bid from Scheffel & Company to perform the county audit for a term of four years provided the stipulations that they submit a detailed completion timeline and also agree to prepare management discussion and analysis. All in favor, motion carried.

Next item: Mileage

Chairman Thomas said that CFO Springer talked to him concerning whether he would be entitled to receive mileage in and only in situations where he is required to travel during normal business

hours to and from his county office. CFO Springer stated that he has had contact with Public Health concerning their mileage requirements. They have a mileage sheets which list the date, time left, time returned, and the purpose for travel. CFO Springer said that it's not in his current contract, but recently he has had to make trips than originally anticipated on county business. Since it is not in his current contract, he is asking the committee to consider the request for mileage. Thomas said that he could report to the Executive Committee on a monthly basis. Springer said that he believed his mileage over the course of one year would be very minimal and would not request anything over the rate received by county board members at 37 cents per mile (state rate is .50 cents).

Motion made by Coatney and seconded by Pomatto to make a recommendation to the full board to approve the CFO receive mileage at the current county board rate for county related business after he would leave Carlinville during business hours and that a monthly report be given to the Executive Committee for review during months when mileage is accrued. All in favor, motion carried.

Update from Regional Office of Education- Larry Pfeiffer stated that he came tonight to request two things; he is asking the board to adopt a resolution (copy attached-A) in support of the ROE. Pfeiffer stated that he has is not getting paid, but he is not asking for funds. Pfeiffer said that if he does not have a contribution made to his pension, he will not receive credit for the year. Pfeiffer asked the State if he could personally pay the contribution to his pension, they said no, and then he asked if the county could pay the benefits portion of his salary, they said no. Currently his employer is the State Board of Education, and they refuse to cut checks. Some other counties are basically creating a loan to the ROE office. Pfeiffer said that he is not comfortable requesting such because he understands county funds are limited.

Pfeiffer stated that he has been asked to serve on state commission concerning school consolidation. Pfeiffer will be representing his association and hopefully have a strong and clear voice for rural school districts downstate.

Pfeiffer second request to the board if there is a board member who is comfortable in saying that there is value and purpose in the ROE office, he would like their narrative. Pfeiffer said that they have a media campaign going on explaining what the ROE does. They have quotes from legislators, educators, school officials, and other voices but there is not a single county board member that had a voice.

Motion made Harding and seconded by Watson that the Finance Committee recommend to the full board the consideration and adoption of resolution supporting the Regional Office of Education. All in favor, motion carried.

Next item on the agenda was to be brought by County Clerk; but since he could not be at the meeting, he requested that the item be tabled.

Motion made by Harding and seconded Coatney to table GIS Fund discussion with County Clerk until next month. All in favor, motion carried.

Next item: Archive Donations / County Clerk

CFO Springer referred to an email from County Clerk Duncan concerning Archive Donation-Damage to the archive building's plaster has become noticeable. The archive ladies have requested the ability to begin a fundraising drive for work to repair the damaged plaster throughout the building. In the past, the County has receipted these donations and set a general fund line item appropriation under "Archive Donations" for them to spend from. Past resolutions regarding this have specifically mentioned the appropriation amount in them as it was a single donation whereas this would be numerous donations. As such, the Clerk is asking the committee to recommend to the full board the attached resolution regarding archive donations. (Resolution Attached-B).

Committee discussed what fund this would go into, and what line item. A supplemental appropriation for the full amount of all money donated to archive line of the general fund budget. There was not a clear understanding of where the money would go, and how it would be paid out. CFO Springer said that it was his understanding that Clerk Duncan would come back to the committee and Board once he had a total donation and then ask for that appropriation amount to be increased to allow spending authority at that point. Chairman Thomas stated that there would have to be a supplemental appropriation for the full amount for all money to be paid for whatever work needs to be done. Chairman Thomas asked that the "Archives line of the General Fund" be researched to ensure that it is still a functional line item before the Board discussed approval.

Motion made by Pomatto and seconded by Watson to put resolution concerning Archive Donations on the amended agenda. All in favor, motion carried.

Next Item: FYI: Redistricting Cost: From County Clerk Duncan, per state statute, new voter cards reflecting changes to districts from redistricting will need to be sent out in the coming weeks. Most counties have already completed this mailing, but per discussions from this committee over the summer, he has waited as long as he feels he can to get the work done before the deadline. This once every ten years cost is significant, postage alone will be over \$10,000.00. Clerk Duncan believes his office can handle these costs with the existing elections office budget. However, if the outstanding litigation against the new maps were to cause changes to our districts and a second mailing is required, the election office budget will need a transfer at that time to pay all costs associated with a second mailing. Clerk Duncan wanted to make sure the committee was made aware of that possibility.

Last item on the agenda was discussion of the Business Park: CFO Springer stated that this also another point of information. At a previous meeting, Springer discussed with the committee that he applied for a grant with IDOT for purposes of constructing the road to the business park. He recently received approval notification that the county received a matching grant of just over \$123,000 in EDP (Economic Development Program) funds to complete the road. It will be a cement road and will serve as a very quality attraction for new businesses. In the notification letter from IDOT, it also states that the County was awarded \$33,250.00 from TARP (Truck Access Route Program) funds. The funding from EDP is essentially a matching grant where the program matches dollar for dollar with county spending up to a maximum of just over \$123,000. The \$33,250 from TARP can be used as part of the county's local match so it can be looked at as

more of 100% grant in this case – this will effectively reduce the amount the county will have to provide to complete the road.

Motion made by Coatney and seconded by Pomatto to adjourn at 6:05 p.m. Motion carried.

**Prepared by Jeanette Baker
October 7, 2011**

(2) Attachments

MACOUPIN COUNTY BOARD
RESOLUTION No. _____

A Resolution Regarding Donations to the County Archives

WHEREAS, the County Archives will be receiving numerous donations specifically for the repairs need at the Archives building; and

WHEREAS, in the past these donations have been paid from the General Fund budget Archives line; and

BE IT RESOLVED, that the County Clerk along with Linda Kmiecik, representing the Archives Volunteers, will keep track of all donations made for the specific purpose of repairs at the Archives building; and

BE IT FURTHER RESOLVED, that upon request from both the Clerk and the Archives Volunteers, a supplemental appropriation for the full amount of all donated monies be made to the Archives line of the General Fund budget.

SIGNED this 11th day of October, 2011.

Voting Yes: _____

Voting No: _____

Andrew W. Manar
Chairman of the Board
Macoupin County, Illinois

Pete Duncan
Clerk
Macoupin County, Illinois

Anne Boehm
Treasurer
Macoupin County, Illinois

MACOUPIN COUNTY BOARD
RESOLUTION No. _____

A Resolution Supporting Regional Offices of Education

WHEREAS, regional superintendents of schools have performed vital roles for the state of Illinois, local school districts and taxpayers since their inception as county superintendents in 1865; and

WHEREAS, regional superintendents are facing an unprecedented crisis this summer after Gov. Pat Quinn cut funding from the state budget for their salaries; and

WHEREAS, superintendents around the state have remain committed to their duties as dedicated public servants elected by the people of Illinois by continuing to work hard in their jobs despite not receiving pay since July 1; and

WHEREAS, the superintendents perform duties and services for school districts around Illinois that cannot be duplicated - either under the law or practically - by either state government or the local districts; and

WHEREAS, these valuable services and duties include: issuing, registering and renewing certificates for 120,000 teachers and 700 administrators each year; providing safety training for 20,000 bus drivers each year; inspecting 4,000 school and school-related buildings each year for safety; auditing school district financial numbers; administering truancy and alternative education programs for students with behavior problems; coordinating school consolidation and reorganization hearings; and much more; and

WHEREAS, the toll on the superintendents emotionally and financially from not receiving a paycheck yet continuing to work through this crisis is great and growing; therefore, be it

RESOLVED, that we wholeheartedly recognize the extremely difficult situation facing the regional superintendents these last few months and moving forward; and be it further

RESOLVED, that we strongly disagree with Governor Pat Quinn's contention that the regional superintendents could and should be funded at the local level because of the significant financial challenges facing counties; and be it further

RESOLVED, that state law clearly recognizes regional superintendents of schools as state employees and a real value to the taxpayers of Illinois; and be it further

RESOLVED, that state legislators should come up with a solution to restore state funding for the regional superintendents going forward in the upcoming fall veto session; and be it further

RESOLVED, that suitable copies of this resolution be distributed to all state legislators, Governor Pat Quinn and the Illinois State Board of Education.

SIGNED this 11th day of October, 2011.