



ANDREW MANAR
CHAIRMAN

MACOUPIN COUNTY BOARD

215 SOUTH EAST STREET • P.O. Box 535 • CARLINVILLE, IL 62626
TELEPHONE 217/854/3341 • FAX 217/854/6015

JULIA WATSON
VICE CHAIRPERSON

PETE DUNCAN
CLERK

GABE SPRINGER
CHIEF FINANCIAL OFFICER

BOARD MEMBERS

District 1
MORRIE FRASER
LARRY LUX
ROBERT VOJAS

District 2
ANDREW MANAR
OLIVER SCHWALLENSTECKER
FRANCIS WIESEMAN

District 3
FRANK S. LONG
PAUL QUIRK
JULIA H. WATSON

District 4
MARK DRAGOVICH
JOHN GAY
DAVID THOMAS

District 5
JOE NOVAK
RUTH ANN POMATTO
JIM ZIRKELBACH

District 6
JUDY BACON
WILLIAM A. HARDING
ROBERT K. QUARTON

District 7
BERNIE KIEL
BILL NICHOLSON
GLENN NICHOLSON

District 8
FRANCES GOODMAN
LEE LOBUE
TONY WIGGINS

District 9
RAYMOND COATNEY
LYNDAL HERSCHELMAN
VERYL REIHER

MEMORANDUM

March 29, 2012

To: Members of the Board

From: Andrew Manar, Chairman of the Board

Re: Proposed Changes for Rules Governing the County Board

Attached is a list of our rules governing the County Board. Listed below are two proposed changes to current rules that I would like for the Board to consider at the April Board meeting.

Changes are underlined and in bold, while the stricken text would be proposed deletions. The proposed change is a result of the outcome of a non-binding ballot question concerning the time of County Board meetings that was brought before voters on March 20th. Though we as a Board have discussed this issue before, I feel that due to the overwhelming response from voters, this issue warranted an additional discussion. The following is a summary of each rule with the changes being proposed:

Rule #1: This proposed rule change would allow for the monthly Board meetings to be held at 6:00 p.m. on the second Tuesday in each month.

Proposed New Rule #1:

1. The Macoupin County Board Members shall convene at ~~1:00 p.m.~~ 6:00 p.m. on the second Tuesday in each month. The main order of business shall be as follows: . . .

Rule #9: This proposed rule change would put new mandates on how committee meetings are scheduled.

Proposed New Rule #9:

9. ~~Committee meetings shall be at the call of the Chairman of the Board only.~~ The Chairman of the Board shall be solely responsible for scheduling Committee meetings unless otherwise ordered by the Board. The Chairman shall schedule committee meetings so that the Board is operating efficiently and is conducive to public input and participation.

Please contact me should you have any questions.

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20. There shall be 14 standing committees as follows:

Agriculture
Animal Control
Collective Bargaining
Economic Development
Emergency Management
Executive
Finance
General Services
Judiciary
Legislation & Technology
Planning & Subdivision
Public Health
Road & Bridge
Sheriff, Building & Grounds

FREEDOM OF INFORMATION ACT

(FOIA)

Macoupin County Board

The Macoupin County Board and the Macoupin County Officials have taken aggressive steps in recent years to make county government more accessible.

The County's website contains a great deal of information that just a few years ago was not accessible over the internet.

The following information can be found on the County's website and accessed freely and conveniently:

- Court records
- Property & tax records
- Minutes of County Board meetings
- Rules Governing the County Board
- Resolutions adopted by the County Board
- Ordinances adopted by the County Board
- Audit Summaries
- Meeting dates, times and locations
- County Board meeting agendas
- Detailed budget summaries

OIA requests may be submitted to the Board office in the form provided on the Official website of County Government: www.macoupincountyil.gov.

www.macoupincountyil.gov



MEETINGS, AGENDA &

PUBLIC PARTICIPATION

Macoupin County Board

Monthly Meetings: The Macoupin County Board meets on the second Tuesday of each month at 1:00 pm in the Conference Room on the 2nd floor of the Sheriff's Administration Building, 215 South East Street, Carlinville.

Committee Meetings: Committee meetings of the Macoupin County Board are posted both on the Macoupin County website www.macoupincountyil.gov and on the public bulletin board at the Board office.

Public Participation: *Public participation is encouraged at all meetings of the County Board.* Those wishing to address the full Board or a committee of the Board should request to be placed on the agenda by calling the Board Office.

Agenda and Minutes: The Executive Committee meets monthly to prepare the Board's agenda in conjunction with the County Clerk. Minutes of the regular meeting and the committee meetings of the Board are approved by the full Board. Minutes are not officially made public until the Board has voted to make the minutes part of the official record.

Public Access: The County Board has expanded its website to include detailed information on the County's budget, committee membership, minutes of Board meetings, & records of past audits.

Additional Information: For more information regarding the Macoupin County Board, please feel free to call the office of Board Chairman Andrew Manar at 217.854.3341 or chairman@macoupincountyil.gov.



ANDREW MANAR

(D-Bunker Hill)

Chairman

chairman@macoupincountyil.gov

JULIA WATSON

(D-Brighton)

Vice-Chairman

Telephone: (217) 854-3341

Fax: (217) 854-6015

RULES OF ORDER

Macoupin County Board

(Updated February 2011)

GABE SPRINGER

Chief Financial Officer

Gabe.Springer@macoupincountyil.gov

CHARLENE TAYLOR

Administrative Secretary to the Board

CTaylor@macoupincountyil.gov

www.macoupincountyil.gov

RULES OF ORDER **Macoupin County Board**

(Revised February 2011)

1. The Macoupin County Board Members shall convene at 1:00pm on the second Tuesday in each month. The main order of business shall be as follows:
 - a. Roll Call
 - b. Approval of Minutes
 - c. Committee Reports
 - d. Reports of Special Committees
 - e. Guests
 - f. Appointments
 - g. Petitions
 - h. Executive Session
 - i. Resolutions
 - j. Ordinances
 - k. Unfinished Business
 - l. New Business
 - m. Consent Agenda
 - n. Mileage and Per Diem
 - o. Claims & Officers Reports
 - p. Communications
 - q. Matters of Recognition
 - r. Adjournment
2. All questions relating to priority of business shall be decided by the Chairman without debate.
3. Every member previous to speaking shall arise from his seat and address the chair and shall confine his remarks to the question in debate.
4. Every member present shall vote on the question before the Board unless excused by the Chairman or unless he is directly interested.
5. Roll call of "aye" and "nay" votes shall be recorded upon the request of three members.
6. Report of county officers required by statute must be signed by proper officers and by the proper committee. All resolutions, petitions and committee reports must be in writing and must bear the proper committee signatures
7. Any member in doubt as to the result of the voice vote of a motion may call for a new vote.
8. All committees shall be appointed by the chair unless otherwise ordered by the Board.
9. Committee meetings shall be at the call of the Chairman of the Board only unless otherwise ordered by the Board.
 - 9a. Meetings of the Planning and Subdivision Committee shall take place on the last Wednesday of the month and shall be at the call of the Chairman of the Board.
 - 9b. Meetings of the Road and Bridge Committee shall take place on the first Tuesday of the month and shall be at the call of the Chairman of the Board.
 - 9c. Meetings of the Executive Committee shall take place on a monthly basis as directed by the Chairman of the Board. The Executive Committee shall prepare and organize the monthly agenda of the Board in conjunction with the County Clerk. The Committee shall also review and approve time sheets submitted to the Board office of all non-union county employees.
10. The Chairman may at his option have his name called on any roll.
11. The Clerk shall call the names of the members in alphabetical order when calling the roll or polling the vote.
12. The Chairman and Vice Chairman of the Board shall be elected every two years at the Board's organizational meeting as determined by State Statute.
13. All bills against the county except for mileage and per diem of the Board shall be presented and signed in the office of the County Clerk on or before the Thursday preceding the meeting upon which action is to be taken.
14. The following action of the Board shall be taken by "ayes" and "nays" and entered on the records of the meeting: a) applications for financial assistance b) jobs c) changing of salaries d) propositions to appropriate or expend money from the County Treasury d) granting a standing committee the power to act and e) all matters involving collective bargaining.
15. The rules may be suspended for any particular action by a two-thirds (2/3) vote of the members present.
16. No alteration may be made in any of the rules of this Board without the consent of two-thirds (2/3) of the members present nor without a five day notice being given in writing to all members.
17. In the event of the absence of the regular Chairman and Vice Chairman, the Board shall elect a temporary Chairman to have full powers of the Chairman until relieved of the duties by him.
18. All expenditures made from any fund in the County Treasury involving a sum of at least \$20,000 shall first require approval of a standing committee and approval of the Board and shall abide by all State procurement laws.
19. The rules contained in "Roberts' Rules of Order" shall govern the Board in all cases to which they are applicable; otherwise, the special rules of order by the Board will be followed.

UNOFFICIAL RESULTS

General Primary Election
March 20, 2012

Website last updated 3/21/2012 4:34:03 AM CDT

COUNTY PROPOSITION - COUNTY BOARD MEETING TIME

✓ = Precinct Reporting

Macoupin Precinct Detail

Precinct	YES	NO	Total
✓ BARR	47	9	56
✓ BIRD	61	11	72
✓ BRIGHTON 1	84	41	125
✓ BRIGHTON 2	64	14	78
✓ BRIGHTON 3	196	39	235
✓ BRUSHY MOUND	145	19	164
✓ BUNKER HILL 1	126	24	150
✓ BUNKER HILL 2	87	25	112
✓ BUNKER HILL 3	217	44	261
✓ CAHOKIA 1	19	6	25
✓ CAHOKIA 2	115	26	141
✓ CAHOKIA 3	109	18	127
✓ CAHOKIA 4	45	2	47
✓ CAHOKIA 5	102	15	117
✓ CARLINVILLE 1	285	36	321
Precinct	YES	NO	Total
✓ CARLINVILLE 2	198	29	227
✓ CARLINVILLE 3	259	28	287
✓ CARLINVILLE 4	37	1	38
✓ CARLINVILLE 5	145	23	168
✓ CARLINVILLE 6	149	38	187
✓ CHESTERFIELD	99	14	113
✓ DORCHESTER 1	70	13	83
✓ DORCHESTER 2	87	26	113
✓ GILLESPIE 1	96	14	110
✓ GILLESPIE 2	64	6	70
✓ GILLESPIE 3	36	8	44
✓ GILLESPIE 4	52	9	61
✓ GILLESPIE 5	159	30	189
✓ GILLESPIE 6	90	21	111
✓ GIRARD 1	51	13	64
Precinct	YES	NO	Total
✓ GIRARD 2	144	33	177
✓ HILYARD	86	12	98
✓ HONEY POINT	23	3	26
✓ MT. OLIVE 1	58	6	64

✓ MT. OLIVE 2	64	10	74
✓ MT. OLIVE 3	71	17	88
✓ MT. OLIVE 4	65	15	80
✓ MT. OLIVE 5	60	10	70
✓ MT. OLIVE 6	61	15	76
✓ NILWOOD 1	61	8	69
✓ NILWOOD 2	43	8	51
✓ NORTH OTTER	123	9	132
✓ NORTH PALMYRA	96	19	115
✓ POLK	96	19	115
✓ SCOTTVILLE	46	20	66
Precinct	YES	NO	Total
✓ SHAWS POINT	104	23	127
✓ SHIPMAN 1	99	25	124
✓ SHIPMAN 2	38	12	50
✓ SHIPMAN 3	34	6	40
✓ SOUTH OTTER	72	12	84
✓ SOUTH PALMYRA	71	19	90
✓ STAUNTON 1	64	4	68
✓ STAUNTON 2	75	12	87
✓ STAUNTON 3	105	19	124
✓ STAUNTON 4	92	9	101
✓ STAUNTON 5	67	6	73
✓ VIRDEN 1	63	10	73
✓ VIRDEN 2	70	7	77
✓ VIRDEN 3	77	12	89
✓ VIRDEN 4	50	4	54
Precinct	YES	NO	Total
✓ WESTERN MOUND	36	12	48
Total:	5,508	998	6,506

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A&D ELECTRICAL SUPPLY, INC.

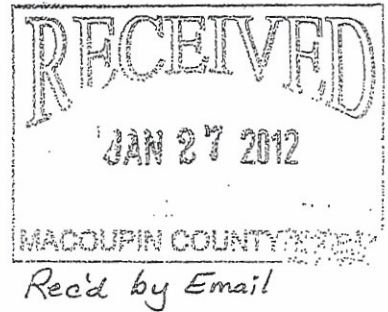
1000 OLD RT. 66 NORTH

LITCHFIELD, IL 62056

PHONE: (217)324-2823

FAX: (217)324-0309

www.adelectricalsupply.com



1/26/12

Re: Macoupin Co. Buildings and Grounds DCEO Re-Light

I have completed the quote for the DCEO re-light with multiple options. First I decided to get two labor bids, one from a union contractor and another from a non-union contractor. I believe in keeping the business local so both contractors are from Macoupin County and both meet all the qualifications including prevailing wage criteria. I have used both contractors and both are highly referred. I am also going to offer an option of a basic retrofit and the option of new fixtures. I also verified that all the material supplied will meet the DCEO requirements. A & D Electrical Supply is a DCEO ally and has completed several projects with the DCEO. We are also an Ameren Act on Energy Ally completing over 200 projects. Since there is a chance we will not win the bid I will leave an option of retaining my consulting services to verify that you will receive the DCEO grant. If my consulting services are accepted and we do not win the bid I would have to meet with the contractor and make sure the material they are using is approved. The DCEO grant requires pre-approval, submittals, and a final inspection if one of these steps has any discrepancy the County will not receive the grant. It would be in the best interest of the county to use a DCEO ally to guarantee the grant is received. The grant process on a project this size can take up to 3-4 days to complete the paperwork. The quotes will be attached. I have done a partial walk through of all the areas requiring conversions except for the Day rooms and cells. These areas are being quoted off of the original building prints. Since I did not physically see these areas I cannot guarantee the accuracy of the quote in these areas.

Krivi Electric (Non-Union) Mt. Olive, IL	\$24,420.75 (Retrofits with some new fixtures)
D. Lewis Electric (Union) Virden, IL	\$40,105.75 (Retrofits with some new fixtures)
DCEO rebate	\$17,492.00 (Retrofits with some new fixtures)

A&D ELECTRICAL SUPPLY, INC.
1000 OLD RT. 66 NORTH
LITCHFIELD, IL 62056
PHONE: (217)324-2823
FAX: (217)324-0309
www.adelectricalsupply.com

D. Lewis Electric
1204 W. Dean Street
Virden, IL 62690
Phone: (217)965-5095

Why now?

1. Payback 4 months
2. As of July 2012 your current lamps will no longer be able to be produced
3. This program year offers the highest incentives yet
4. A&D/Lewis will submit all paperwork
5. Longer lamp life (30,000 compared to 20,000)
6. Lower AC cost
7. Most fixtures US made
8. \$25,000 annual electric savings

Clean Energy has been filed and will know the status by May, 1

DCEO

4.1.7 Applications under this program will be accepted on an ongoing basis, beginning on June 1, 2011 subject to funding availability. No new applications for the Program Year ending May 31, 2012 will be accepted after April 15, 2012.

POINTER ELECTRIC, INC.

P.O. Box 119
525 Mound St.
Jerseyville, IL 62052

Phone (618) 498-2333
Fax (618) 498-7844
pointerelectric@gtec.com

January 25, 2012

Macoupin County Board
Re: Energy Efficient Lighting

To Whom It May Concern:

Here is our estimate to replace the lamps, ballasts, and fixtures in the Sheriff's Office and Courthouse to comply with the Ameren Illinois Grant.

If we are awarded the job we will aid in the preparation of the Grant.

Sheriff's Office:

Replace ballast and bulbs in the following fixtures to T8:

- 8- 2'-2 lamp lights
- 152- 4'-4 lamp lights
- 125- 4'-3 lamp lights
- 92- 4'-2 lamp lights
- 33- 4'-1 lamp lights
- 2- 3'-4 lamp wall mount lights
- 12- replace existing incandescent fixture with fluorescent fixture

Courthouse:

Replace ballast and bulbs in the following fixtures with T8:

- 2- 4'-2 lamp fixtures
- 6- 4'-4 lamp fixtures
- 13- replace existing 8' 2 lamp fixtures with 8' 4 lamp T* fixtures

Exclusions:

- Permit or utility fees
- Overtime
- Sales tax

Total:

\$39,990.00, Thrity-Nine Thousand Nine Hudnred Ninety and 00/100.

Paid as job progresses

Bid good for thirty (30) days

Thank you,



Eric Pointer
Pointer Electric, Inc.