

MINUTES OF THE MEETING OF THE BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, ILLINOIS MARCH 5, 2018

The meeting of the County Commissioners of Monroe County, Illinois was called to order at 8:00 a.m. Chairman Robert Elmore, Commissioner Delbert Wittenauer, and Commissioner Vicki Koerber were present.

The meeting opened with the Pledge of Allegiance.

Others present included County Clerk Dennis Knobloch and Sheila Wetzler, along with Press Corps representatives – Joe Leicht of the Monroe County Independent and Alan Dooley of the Republic Times. Also present were Ron Schultheis and Coroner Bob Hill.

There being a quorum present, meeting was called to order by Chairman Elmore.

Public Comments – Norah Baker, M.D. asked to address the Board regarding the safety of Route 3 through Monroe County. She said she felt something needed to be done to prevent some of the horrible accidents that have occurred. Ms. Baker said she would definitely like to see stoplights at Hanover Road and at the YMCA. Commissioner Wittenauer said he would be willing to sign a letter of support from the County Board. Commissioner Koerber said she would like to do more research before authorizing the issuance of a support letter.

Angela Berry and Traci James asked to address the Board regarding a group called Call for Help. This group previously worked in the surrounding Counties, and just recently opened a Monroe County office at 219A West Mill St. – next to Ahne’s Bakery. This group works with victims of sexual assault, and they function totally on donations. (Later during the meeting State’s Attorney Chris Hitzemann reported that he has worked with this office in the past, and they have been very helpful for some of the folks who have passed through his office). They also invited the County Board to participate in “Walk a Mile in Their Shoes” on April 28, where the men walk in red high heels to help raise awareness and funding for this support group.

Motion was made by Commissioner Koerber, with a second by Commissioner Wittenauer to go into closed session to discuss real estate. All voting Aye, none Nay and none Absent. Motion carried.

RESOLUTION 18-15

BE IT RESOLVED by the Board of County Commissioners of Monroe County, Illinois that the Board is going into closed session for the purpose of Real Estate Discussion.

Passed by the Board of County Commissioners of Monroe County, Illinois at Waterloo, this 5th day of March, 2018.

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|---------|---------|---------|------------|
| Motion: | Koerber | Second: | Wittenauer |
| Aye: | Three | Nay: | None |
| Absent: | None | | |

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Robert Elmore, Chairman

Dennis M. Knobloch, County Clerk

Delbert Wittenauer, Member

Vicki Koerber, Member

Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to end closed session and return to open session. All voting Aye, none Nay and none Absent. Motion carried.

RESOLUTION 18-16

BE IT RESOLVED by the Board of County Commissioners of Monroe County, Illinois that the Board is ending its closed session and returning to open session.

Passed by the Board of County Commissioners of Monroe County, Illinois at Waterloo, this 5th day of March, 2018.

Motion: Wittenauer
Aye: Three
Absent: None

Second: Koerber
Nay: None

Robert Elmore, Chairman

Dennis M. Knobloch, County Clerk

Delbert Wittenauer, Member

Vicki Koerber, Member

Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to authorize the appropriation of \$900,000 from funds being held by the Monroe County Health Department for acquisition and renovation of a building at 1312-1325 Jamie Lane in Waterloo to be used as the new office of the Monroe County Health Department. All voting Aye, none Nay and none Absent. Motion carried.

Bob Hill left the meeting.

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Kim Keckritz and Chris Hitzemann came to the meeting to discuss the Holland Construction contract for the Evergreen Pointe addition to the Nursing Home. Mr. Hitzemann said he has been talking with Holland's attorneys from Greensfelder in regard to a disputed contract balance between Monroe County and Holland Construction Co. He said what he has been able to find is that the County Board wanted to keep the total cost of construction under \$4 million. Prior to the signing of the contract, Holland proposed changing the HVAC units to save some money and keep the contract under the \$4 million price tag. The acceptance of the revised PTAC HVAC system resulted in savings over the originally designed system of nearly \$100,000. Mr. Hitzemann said he was told that Holland later came to a County Board meeting and said the PTAC system was going to cost more than they anticipated, and they asked for more funding in the contract. He said Holland asked for the contract revision in the form of a change order, but that change order was eventually voided. Ms. Keckritz displayed the documentation showing that Holland had voided the change order. According to correspondence from Greensfelder, the attorneys for Holland... "The PTAC system was estimated to cost \$246,000, or \$181,500 less than the VRV system. That \$246,000 estimated amount was included in the Holland estimate to generate the GMP amount. But at the time of the September 2016 estimate, the drawings and specifications were not yet issued for the PTAC system. As a result, the PTAC system was made an allowance item in the Agreement – a point discussed in further detail later. As it turned out, the total cost to furnish and install the PTAC system was \$325,242. Thus, the actual costs for that system exceeded the estimated costs by \$79,242. But under Holland's proposal for resolution (i.e. to settle the matter). Holland has included only \$17,902.52, so that the Cost of the Work plus the Fee does not exceed the GMP.

Mr. Hitzemann said now that the construction has been completed, Holland has sent the County a letter asking for some additional money, and they want to use the contingency fund to cover extra expenses. Commissioner Wittenauer said he felt that the contingency fund should only be used for unforeseen things underground, and that was the example portrayed by Holland Construction at execution of the contract.

Mr. Hitzemann said Holland has indicated they would be willing to settle the contract for \$77,902.49, which also includes some other additional contract expenses. Ms. Keckritz said this would wipe out the entire balance of the contingency fund. She said the upgraded water meter has already been paid for, so that brings the balance down from the total \$100,000 contingency fund to the amount they are requesting.

Mr. Hitzemann said this is a prime example of legalities and handshake deals being two different things. Commissioner Koerber questioned why it wasn't a part of the meeting minutes. Dennis Knobloch said this discussion was conducted in open session, so the minutes are not as detailed as if this had been a closed session discussion.

Mr. Hitzemann said Holland's argument is that they have stayed within the GMP as originally agreed to by the Monroe County Board. Ms. Keckritz said Holland has told her they went \$117,144.46 on the contract, but they are now willing to settle for the lower amount of \$77,902.49. The County Board gave Mr. Hitzemann the authority to settle the contract for whatever amount he could get less than \$77,902.49. Ms. Keckritz said that she along with County Chairman Terry Liefer had met with Holland Construction, and the company had agreed to the proposed change, but when Holland Construction brought the same document to the County Board meeting the next day, the words "subject to change" had been added.

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The following Accounts Payable having been approved for payment, Commissioner Wittenauer moved that the same be allowed and that vouchers be issued against their respective funds of the County Treasurer for payment. Motion seconded by Commissioner Koerber, and so declared all voting Aye, none Nay, and none Absent. Motion carried.

GENERAL FUND

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|---|-----------|
| 1 st National Bank of Waterloo | 3,092.86 |
| AT&T Mobility | 1,510.35 |
| ADP, LLC | 168.94 |
| Americom Imaging Systems, Inc. | 187.45 |
| Americom | 1,700.00 |
| Axis Forensic Technology, Inc. | 550.00 |
| B&B Armory Inc. | 234.99 |
| Beneflex | 1,417.50 |
| Bob Barker Company Inc. | 420.95 |
| Bountiful Blossoms | 69.45 |
| Christopher Howell | 74.12 |
| City of Waterloo | 15,593.37 |
| Code Enforcement Officials | 185.00 |
| Columbia Chamber of Commerce | 205.00 |
| Communications Revolving Fund | 527.87 |
| Custom Vehicle Upfitters | 250.00 |
| D E Signs | 158.00 |
| Egyptian Workspace Partners | 647.89 |
| Gateway FS | 98.89 |
| GreatAmerica Financial Services | 178.49 |
| Harrisonville Telephone | 3,148.08 |
| Inclusion Solutions, LLC | 2,445.00 |
| International Code Council | 135.00 |
| John Deere Financial | 52.67 |
| Kelton Davis | 12,068.67 |
| Kone Inc. | 660.74 |
| Leaf | 227.30 |
| Leon Uniform Company Inc. | 578.87 |
| Locks A2Z | 1,032.40 |
| Logo's 'N Stitches Inc. | 150.00 |
| McCarthy, Leonard & Kaemmerer, L.C. | 1,510.00 |
| Monroe County Independent | 1,378.75 |
| Nabers Shop | 391.60 |
| O'Reilly Auto Parts | 37.12 |
| Platinum Technology Resource, LLC | 16,060.75 |
| Prairie Farms Dairy, Inc. | 180.00 |
| Quality Collision | 359.97 |
| Quill Corporation | 247.35 |
| R P Lumber Co Inc. | 21.54 |
| Rejis Commission | 1,905.50 |
| Reliable Sanitation Service Inc. | 2,521.46 |

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| Sirchie Finger Print Laboratories | 206.19 |
| Supply Works | 633.29 |
| Tessco | 132.90 |
| Traughber & Morris Ltd | 741.66 |
| Walmart Community | 134.72 |
| Waterloo Lumber Company Inc. | 117.08 |
| Watson's Office City | 244.57 |
| Wayne's One Stop | 276.15 |
| WEX | 10,091.28 |

HEALTH TAX FUND

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|---|----------|
| 1 st National Bank of Waterloo | 1,081.96 |
| Coast to Coast Equipment | 162.00 |
| Harrisonville Telephone Company | 332.81 |
| Motorola | 34.00 |
| Stericycle Inc. | 412.89 |

AMBULANCE SERVICE FUND

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|---|----------|
| 1 st National Bank of Waterloo | 867.67 |
| Bound Tree Medical LLC | 92.30 |
| Harrisonville Telephone Company | 144.01 |
| Motorola Solutions | 396.00 |
| Phillips 66 Company | 213.38 |
| Rejis Commission | 148.00 |
| Walmart Community/RFCSELLC | 54.37 |
| Wells Fargo Vendor Fin Serv | 115.99 |
| WEX | 2,401.24 |

HIGHWAY FUND

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|---------------------------------------|----------|
| Aaron Metzger | 19.79 |
| Albers Fire Protection Equipment Inc. | 323.50 |
| Americom Imaging | 223.60 |
| Bel-O Sales & Service | 110.00 |
| Columbia Quarry Company | 122.68 |
| Custom Vehicle Upfitters | 2,292.39 |
| Equipment Service Co. Inc. | 216.60 |
| Harrisonville Telephone Co. | 40.78 |
| Illinois Assoc. of County Engineers | 100.00 |
| John Deere Financial | 640.28 |
| Leaf | 299.00 |
| Nabers Shop | 33.00 |
| Sidebarr Technologies | 498.98 |
| Trinity Highway Products | 1,835.00 |
| Williams Office Products Inc. | 13.66 |

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RECORDER'S DOCUMENT STORAGE

Fidlar Technologies 448.81

CIRCUIT CLERK DOCUMENT STORAGE

Goodin Associates Ltd 650.00

The following minutes were approved upon motion by Commissioner Wittenauer, with a second by Commissioner Koerber, with corrections as noted.

February 5, 2018 regular meeting

February 20, 2018 regular meeting

February 22, 2018 special meeting

All voting Aye, none Nay and none Absent. Motion carried.

Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve a Courtyard/Bandstand permit for the Waterloo Lions Car Show on April 29. All voting Aye, none Nay and none Absent. Motion carried. Commissioner Koerber said this is one of the events that many times results in a mess on the Courtyard, so she will follow up with members of that group.

Motion was made by Commissioner Koerber, with a second by Commissioner Wittenauer to approve a Courtyard/Bandstand permit for the Waterloo Chamber of Commerce for their Sunday night concert series to be held –

Sunday, July 8 – 4 to 7pm

Sunday, August 12 – 4 to 7pm

Sunday, September 9 – 4 to 7pm

Sunday, October 14 – 4 to 7pm

All voting Aye, none Nay and none Absent. Motion carried.

Pam Jacobs came to the meeting to discuss the University of Illinois Extension Service. Also in attendance was Kevin Koenigstein. Ms. Jacobs distributed the Annual Report to the County Board members. She said she also wanted to start the conversation about the annual lease rental paid by the Extension Service to Monroe County for space in the Annex Building. Ms. Jacobs said they currently pay \$2,676 monthly or \$32,112 annually, and she needs to include that figure on the paperwork she submits to the University for completion of her annual budget.

Ms. Jacobs shared the following list with the Commissioners. She said she had given them the same list last year, and nothing had really been done on the list.

- Tile separation and breaking apart in the meeting room. There was an ant infestation last year because of the problem. She said the tile problem was reviewed, but it was never really repaired.
- What is the requirement for ADA compliant front doors to the Annex?
- Hot water problems in the restrooms and kitchen sink.
- Restroom stools do not have good flushing pressure to clean the bowl.
- Paint the Extension Offices.
- New flooring for the Extension Offices

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- Additional cabinets in the work room of the Extension Office.
- Technology in the meeting room – projector installed in the ceiling.
- New tables and chairs in the meeting room
- Kitchen area upgrade in the meeting room – new faucet and sink.

Ms. Jacobs said the County Annex Building was completed in 1986. The Extension Office personnel maintain the meeting room schedule, handle the key loan process, check the room and handle some room rearrangement for groups. She said the Master Gardeners maintain the building front area landscape as well as cut the ornamental grass in the Spring. Ms. Jacobs said her staff still has to shovel snow and clean the sidewalks during the Winter.

Chairman Elmore said the County is going to be doing some extensive work and remodeling on the building, and the building will also still need a new roof. Ms. Jacobs asked what the extensive remodeling would be. Chairman Elmore said the Health Dept. would be moving out and the Regional Supt. would be moving in. Commissioner Wittenauer said it might work well to do some of the things on the Extension Service list while the other work is being completed. Chairman Elmore said they may also be using one-third of the meeting room area for expansion of the Regional Superintendent's office. Ms. Jacobs asked if there would be no consideration of the needs of the Extension Service, since there are many times that all three of the meeting room spaces are being used. Chairman Elmore said nothing has been finalized with those plans. Ms. Jacobs said if one-third of the meeting space is taken away, some of the County organizations may have to come back to the Courthouse for their meetings. Commissioner Wittenauer said the new Health Department building will have a meeting room, so some of the groups could possibly go there.

Commissioner Koerber said she would call Brian Hooten to take care of the leaking faucets immediately. She also told Ms. Jacobs to check with GRS Auction Service about furniture and cabinets.

Ms. Jacobs said the County Board needs to consider the rental amount for the lease, and she would like to see the dollar amount lowered as she has asked for several times, the County Board has yet to honor her request for a lower annual lease payment. Commissioner Wittenauer said the County Board really can't reduce the rental amount, but there are other ways to approach it. Ms. Jacobs said the approach was that you would do some of the repairs and upgrades that were previously requested, but nothing got done. Commissioner Koerber said it has always been a problem getting things done at that building – the City has had to clear snow from the Ambulance Garage during the past snow events.

Lisa Fallon, Annmarie Marcuson and Kevin Koenigstein came to the meeting to discuss employment in the Circuit Clerk's office. Commissioner Koerber said Ms. Fallon would like to promote Brenda Hempen from part-time to full-time, bring her in at the full-time rate, and give her advances according to the old pay step schedule. Commissioner Wittenauer asked about the previous part-time employee that went to the State's Attorney's office. Ms. Fallon said the workload in the office has not changed. Commissioner Wittenauer asked if money collected from the past due fees and fines would be used to pay her salary. Ms. Fallon said no, money for her salary would be taken from the fees collected for the Court Automation and Document Storage

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funds. Ms. Fallon said this new employee will also take care of all of the bookkeeping needs of the office, and that will probably be a permanent situation. Commissioner Wittenauer said he is a conservative and doesn't like to grow government. Following extensive discussion, motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve making this a full-time position. All voting Aye, none Nay and none Absent. Motion carried.

Chairman Elmore said he had attended the most recent meeting of the group trying to get a 4-lane highway from Waterloo to far southern Illinois. Work is underway to find the funding necessary to make that project happen. He said the next meeting will be at Waterloo City Hall in March.

Ms. Fallon said she had something else she needed to discuss with the County Board. She said she has found part of the problem with a fund shortage as discovered by a recent audit. The auditors told her she should cash in some CD's that were being held at various local banks as bond funding, since the interest rate is so low on those investments. Ms. Fallon said she did cash in those CD's, and they were mistakenly included as income that was then paid to the County Treasurer. Mr. Koenigstein said he would be writing a check back to the Circuit Clerk to be set aside as investments for the office. He said the only problem is that was included as income on the County balance sheet for the last fiscal year.

Commissioner Wittenauer said he attended a meeting of the Kaskaskia-Cahokia Trail Committee. He said Monroe County currently owns some property in the Mississippi River Bottom that was acquired during the buyout following the 1993 Flood. Commissioner Wittenauer said the committee would like to use some of those properties for parking lots, etc. to help promote the KC Trail. He said the committee is also interested in doing some reconstruction of various areas along the KC Trail outside of Fort Chartres. He asked if the Board was interested in any of these activities. Commissioner Wittenauer was told it would all depend on details of development and costs. Commissioner Wittenauer said he thinks there needs to be more signage and historic detail along the KC Trail.

Commissioner Wittenauer said he also is a member of the Transit Board. He said he was looking at possibly partnering the Transit District with some local groups or organizations that have vehicles that could be used to move people around. Commissioner Wittenauer said he thinks part of the problem is that the District needs to charge people what it actually costs to make a trip from Point A to Point B. Commissioner Koerber said the Transit District came up in her discussion with John Wagner last week. It was decided to have Jessica Gentry come to one of the upcoming Board meetings to update the County Board on the current status of the district. Commissioner Koerber asked how much money we are putting into the Transit District. Commissioner Wittenauer said we do not give them any funding, but we provide a signature guarantee to a line of credit that they have at State Bank of Waterloo. He said currently the Transit District is only able to be used in Monroe and Randolph Counties, and they are trying to develop ways to move outside of those Counties.

Commissioner Koerber said during a ribbon cutting for the Call for Help group, there was a comment about the County Courthouse providing help to this group. Chris Hitzemann came to the meeting to discuss the Call for Help group that had addressed the County Board during the Public Comment period earlier in the meeting. He said this group has helped him with various cases he has worked on. He said the Violence Prevention Center helps people who are being

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physically and mentally abused, but the Call for Help group specifically works with people who have been sexually abused. This group will also provide a safe space for anyone having that type of problem. Mr. Hitzemann said this group has been very helpful to his office.

Commissioner Wittenauer and Chris Hitzemann explained the details of Teen Court. This is a way to use a rehabilitative approach to try to point young offenders in the right direction. The parents also have to be involved in the discipline process for their children. Peers of the young person sit on a jury to determine the outcome of the trial. The offenders are required to write essays about what they've done, and what they hope to achieve in their life, as well as visit a prison and talk to individuals who made the same mistakes and weren't able to stop their behavior. Mr. Hitzemann said hopefully this program can keep a lot of juvenile offenders from becoming repeat customers in the Monroe County Court system.

Dennis Knobloch reminded the commissioners to continue to review the salaries of those elected official positions included on the November ballot, so they can be established by the Beginning of April.

There being no further business to come before the Board, motion to adjourn was made by Commissioner Koerber, with a second by Commissioner Wittenauer. All voting Aye, none Nay and none Absent. Motion carried.