

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, ILLINOIS SEPTEMBER 11, 2017  
BUDGET HEARINGS – DAY #1

The meeting of the County Commissioners of Monroe County, Illinois (Budget Hearings – Day #1) was called to order at 7:30 a.m. Chairman Robert Elmore, Commissioner Delbert Wittenauer, and Commissioner Vicki Koerber were present.

The meeting opened with the Pledge of Allegiance.

Chairman Elmore declared there was a quorum present and the meeting was ready for business.

Others present included, Sheila Wetzler, Annmarie Marcuson, County Clerk Dennis Knobloch, and Treasurer Kevin Koenigstein.

Pam Jacobs, Ross Mueller and Allen Mueller presented the budget request for the University of Illinois Extension Service. Ms. Jacobs said last year the Extension Service had received \$163,000, and this year they were asking for \$166,000. When asked about the financial participation of St. Clair and Madison Counties, Ms. Jacobs said that the other two Counties still aren't contributing the amount they should based on the size of their Counties. In addition to the financial request, Ms. Jacobs submitted the following list of facility upgrades they would like to see:

- Paint the Extension Offices
- New flooring for the Extension Offices
- Additional cabinets in the work room of the Extension Office
- Technology in the meeting room – projector installed from ceiling
- New table and chairs in the meeting room
- Kitchen area upgrade in the meeting room – new faucet, sink, microwave and stove.

Ms. Jacobs said that the Extension staff is willing to work with the County maintenance workers whenever necessary to complete any of these improvements. If she had to pick a better time, she said there was less activity in their office over the December holidays.

Joann Hartman and Cindy Zipfel presented the budget request for the Soil and Water Conservation District. Ms. Hartman said Monroe County now shares a District Conservationist with St. Clair and Madison Counties. Monroe County still receives Federal grant funds for specific projects through NRCS. Currently there is one full-time employee in Monroe County, and that is Ms. Zipfel. There are five Board members on the SWCD Board. Ms. Hartman said the District would like to stay with the same dollar request as in previous years - \$15,000.

Ryan Weber presented the budget request for the Emergency Services Department. Mr. Weber's total budget request increased from \$88,864.02 last year to \$123,199 for this year, for an increase of \$34,334.98. Revised items included:

- Department Head Salary from \$18,000 to \$18,450
- Hourly Clerk salary from \$15,051.02 to \$23,936
- Rent from \$14,400 to \$34,400
- Equipment and maintenance from \$23,963 to \$13,963
- Adding Disaster Contingency for \$45,000
- Adding Grant Contingency for \$10,000

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Mr. Weber said he added \$20,000 to the rent line to assist with paying the lease of a storage building in cooperation with the Highway Department. This would be for storage of the emergency trailers and sandbagging equipment. Mr. Weber said that Aaron Metzger had originally planned to construct a building, but now was looking at leasing storage space in a building owned by someone else.

Mr. Weber said he would also like the Board to consider allowing him to purchase a Mobile Command Post with estimated cost of \$50,000 to \$75,000, and also to purchase a truck or SUV to pull the emergency trailers.

Carla Heise presented the budget request for the Ambulance Service. She said the union employees would be receiving a 2.5% salary increase per the union contract. Ms. Heise said she had increased the request for Dues and Meetings due to the need for extra staff training. She said she, along with other staff members, would be taking additional HIPAA training. Ms. Heise said the Board would be seeing some differences in how the patient refunds are handled. She said when bookkeeping was handled in house, they would hold personal checks until other checks would be received from insurance companies, and if the insurance companies covered the cost of the call, the personal checks were returned to the payer. Now Andres Medical Billing Co. cashes and deposits all personal checks immediately, and if there are additional payments received from the insurance company, a refund check has to be produced to reimburse the patient. Mr. Koenigstein said the Ambulance Service is doing well financially, and still has \$60,000 cash on hand before any real estate tax money is provided to the Service from the current fiscal year.

Ms. Heise said that this morning none of the office computers were working, so she was not sure if it was a REJIS problem or a HTC problem. She said she would be paying REJIS to come into the office quarterly to perform preventive maintenance on all of the Ambulance Service computer equipment.

Ms. Heise said she was requesting \$70,000 in the budget to make a partial payment on doing another ambulance remount. There is also one Autopulse not working, and that will need to be replaced in the near future.

Miscellaneous expense was increased by \$10,000 to cover the costs of celebrating the 40<sup>th</sup> Anniversary of the Ambulance Service in 2018.

Carl Wuertz presented the budget for the Supervisor of Assessments. He increased the Publications line item by \$500 and the Mileage line item by the same amount - \$500. There was discussion regarding the need to provide the Assessor's Office with some type of SUV to make it easier for the Deputy Assessors to access some of the properties that are in remote areas.

Mr. Wuertz's request for Equipment and Maintenance was for \$30,000 – the same amount as last year. Following discussion it was determined that this amount included \$6,000 paid to Americom for monthly IT management, that will now be paid by the County Board, so the E&M line item was reduced to \$24,000.

Mike Fausz presented the budgets for Mapping & Platting, Zoning and GIS. He had already reduced the Equipment and Maintenance line items on all three Departments to reflect the amount

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previously paid to Americom for monthly IT management. All other budget line item requests were for the same amount as last year.

Kevin Koenigstein presented the budget line items included in the Planning and Development category. These included East West Gateway for \$4,120 – SWIMPAC for \$10,137 and Illinois South Tourism for \$5,500. All of these were the same amounts as last year.

Bob Hill presented the budget request for the Coroner's office. He proposed increases in several lines. Mr. Hill asked for the Equipment and Maintenance line to be increased from \$2,000 to \$10,000 to include:

\$3,000 for the purchase of (4) computer tablets to be used by Deputy Coroners

\$1,000 for the purchase of a fireproof safe for the Coroner office, for the storage for the deceased personal property items.

\$4,000 for the conversion of paper files to digital files.

Mr. Hill said the computer tablets are needed, because the Deputy Coroners answer calls from their home, and they need to have this equipment readily available to expedite calls. He said it was important to have the safe to make sure that in the event of a fire or some other type of disaster, the personal items of the deceased are safeguarded. Mr. Hill said that he has limited office space at the Annex Building, and converting the paper files to digital will provide a lot of extra space in the office. He said he was not sure how far the \$4,000 would go in converting the files, but he would use the amount until the money ran out, and then continue to do the file conversion in the coming years.

Mr. Hill said he was able to get a 4-year grant from the State that allowed him to purchase a new vehicle for his use as Coroner. He said so far this year, he has had 142 calls, which is a significant increase from previous years.

Amy Roever came to the meeting to present the budget for the Board of Review office. The line item requests were the same as the previous year.

Dennis Knobloch presented the budget request for the County Clerk's office. Most of the line items for this office were unchanged from the previous year. Mr. Knobloch said he did not reduce the Equipment and Maintenance line item, because he did not have a previous arrangement with any computer support company for monthly service payments. He said that with an increase in property and land sales in the County, he anticipated an increase in the recording fees in his office. Mr. Knobloch said he had also discussed combining efforts with other Monroe County offices to perform a fee study to make sure the County was not losing money on the services being provided to customers. This hasn't been done for many years, so it could provide a significant increase in the fees of several Monroe County offices.

Mr. Knobloch said he will be conducting two elections in 2018, so he is requesting an increase from \$40,000 to \$80,000 for election Judge expenses and an increase from \$4,000 to \$8,000 for the costs of renting Polling Places for those two Elections.

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