

MINUTES OF THE MEETING OF THE BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, ILLINOIS JUNE 19, 2017

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, Sheila Wetzler, along with Press Corps representatives – Joe Leicht of the Monroe County Independent and Alan Dooley of the Republic Times. Also in attendance were Arnold Eckart and Kim Ahne.

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

There were no public comments.

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

AT&T Mobility	1,864.31
Americom	1,018.00
Americom Imaging Systems, Inc.	509.48
Axon Enterprise, Inc.	189.45
Barcom Security	13,488.00
Beneflex	1,019.00
Blackbaud	2,257.50
Bob Barker Company Inc.	209.38
Bountiful Blossoms	85.58
Bradley Wilson	144.05
Brandt Service, Inc.	343.78
Byers Printing Co.	63.66
Charm-Tex, Inc	234.16
Christopher Hitzemann	973.75
Coast to Coast Equipment	68.53
Culligan-Schaefer Water Centers	97.88
Dobbs Tire & Auto Centers	629.47
Drs. Beard & Holmen Ltd.	104.00
Edward Ahne	145.39
Egyptian Workspace Partners	75.98
Fidlar Technologies	370.14
Gateway FS	60.64
Goodin Associates Ltd	90.00
Harrisonville Telephone Co	409.76
IL Assn of Court Clerks	100.00
Illinois Judges Association	225.00
Illinois State Bar Association	360.00

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K&D Printing	351.50
Kone Inc.	633.14
Leon Uniform Company Inc.	1,058.86
Logo's 'N Stitches Inc.	75.00
MAR Graphics	3,470.13
Marina Palmieri	65.00
Monroe County Electric Coop Inc.	437.50
Monroe County Independent	171.00
Motorola	1,047.00
Navy Brand Mfg Co	2,535.16
Neal Rohlfing	564.68
Oak Hill	8,828.00
O'Reilly Auto Parts	78.75
Platinum Technology Resource, LLC	14,760.75
Prairie Farms Dairy, Inc.	280.00
Quality Collision	1,706.07
Quill Corporation	665.84
Ray O'Herron Co Inc.	417.52
Rejis Commission	222.00
Reliable Sanitation Service Inc.	2,726.14
Republic-Times LLC	297.20
Richland Pet Cremation & Memorials	33.75
Ronald Mueller	199.78
Sidebarr Technologies	782.72
Stanley Convergent Security Sol	885.00
Thomson Reuters-West Publishing Corp.	1,490.73
Traughber & Morris Ltd	741.67
United Petroleum Service Inc.	460.50
V "Red" Smith	20.00
Waterloo Lumber Company Inc.	28.73
Wayne's One Stop	3,979.19
Weir Chev-Olds-Buick-Pontiac-GMC	21.25
Wex	111.43
Wightman Pharmacy	272.33

AMBULANCE SERVICE FUND

Airgas Mid America	464.99
Al's Auto Waterloo	3.25
Andres Medical Billing, Ltd.	2,747.77
Bound Tree Medical LLC	271.96
Cintas Fire 636525	544.00
Hero's in Style	77.30
IL Dept of Public Aid	75.00
Monroe County Highway	206.33
New Creations Screen Printing	76.00
Patient Refund	3,093.00

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Sunset Ford	164.48
UPS	20.16
Weir Ford-Mercury LLC	20.16

HEALTH TAX FUND

Andrea Kohring	456.54
Colleen Goessling	21.96
Culligan-Schaefer Water Centers	34.52
GlaxoSmithKline Pharmaceuticals	1,525.10
Jan Turley	300.00
John Wagner	131.08
Kim Castello	23.01
Kimberly VonDerHaar	18.19
Mary Wheat	19.26
Sanofi Pasteur Inc.	1,280.23
Stericycle Inc.	278.52
Victoria Kehrler	4.82

HIGHWAY FUND

Ameren Illinois	43.90
Carlson Software	825.00
Darren Johanning	35.00
DataTronics Inc.	188.00
DLT Solutions	541.55
Energy Petroleum Co.	3,703.73
Erb Equipment Company	112.95
Gateway FS, Inc.	64.55
Jennifer Whelan	34.24
Iron Crafters Inc.	490.67
Leaf	299.00
Maclair Asphalt Co. Inc.	644.16
Monroe County Electric Cooperative	710.85
O'Reilly Auto Parts	33.57
Reliable Sanitation Service Inc.	50.60
Republic Times LLC	16.00
Safety-Kleen Systems, Inc.	75.00
V "Red" Smith Pest Control Inc.	25.00
Warning Lites of Southern Illinois	60.00
Watson's Office City	27.00
Wedge Tire	753.16
Weir Ford LLC	49.00
Weir Wholesale	98.48

BRIDGE FUND

Oates Associates	850.00
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ROAD MOTOR FUEL

Columbia Quarry Company	3,110.61
Monroe County Highway Fund	58,556.58

ROAD MOTOR FUEL

JTC Petroleum Co.	18,555.84
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RECORDER'S DOCUMENT FUND

Fidlar Technologies	2,147.69
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The minutes of the June 5, 2017 regular meeting were approved upon motion by Commissioner Wittenauer, with a second by Commissioner Koerber. All voting Aye, none Nay and none Absent. Motion carried.

Aaron Metzger came to the meeting to discuss Highway Department business. He said plans have been made to do asphalt overlay on Rogers Street from Hamacher Street north approximately 1 mile to just past the Bridge. Commissioner Koerber asked why the County was doing this work. Mr. Metzger said the Street is under the jurisdiction of the County, but with the proper paperwork, it could be transferred to the City. Commissioner Koerber said she would like to see that process started. Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve the low bid of Christ Bros. Asphalt of Lebanon in the amount of \$334,850.12 for the asphalt overlay work on Rogers Street. All voting Aye, none Nay and none Absent. Motion carried.

**RESOLUTION 17-48**

**ROGERS STREET OVERLAY CONTRACT AWARD**

WHEREAS, in the interest of improved transportation facilities and safety to the motoring public, Monroe County proposes to improve Rogers Street from Hamacher Street north approximately 1 mile to just past the Bridge; and

WHEREAS, bids were received on June 16, 2017 for said construction designated as Section 17-00062-RS in accordance with plans prepared by the Monroe County Highway Department.

NOW, THEREFORE, BE IT RESOLVED, that the County of Monroe shall award the construction contract for said Rogers Street Overlay to Christ Bros. Asphalt, Inc., 820 S. Fritz Street, P.O. Box 58, Lebanon, IL 62254 in the amount of \$334,850.12 and that the County Board Chairman and County Clerk are hereby authorized to execute said construction contract upon execution by the contractor; and

BE IT FURTHER RESOLVED, that the following amount be appropriated and authorized for expenditures for construction for the subject contract work:

County Matching Tax Fund - \$350,000

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Passed by the Board of County Commissioners of Monroe County, Illinois at Waterloo, this 19<sup>th</sup> day of June, 2017.

Motion: Wittenauer  
Aye: Three  
Absent: None

Second: Koerber  
Nay: None

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Robert Elmore, Chairman

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Dennis M. Knobloch, County Clerk

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Delbert Wittenauer, Member

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Vicki Koerber, Member

Bid Summary: Construction Estimate - \$427,346.40  
Christ Brothers - \$334,850.12

Mr. Metzger also distributed copies of his semi-annual report and discussed the various details of the Highway Department funds and work in progress or to be started.

Kim Keckritz came to the meeting for presentation of the Oak Hill report. Will Stajduhar of Holland Construction presented the Evergreen Pointe construction update. Mr. Stajduhar said the project is nearing completion, the punch list has been reviewed, and they only lost fourteen and one-half days due to inclement weather. Ms. Keckritz said she still had several issues that needed to be addressed including some door problems and the floor in the therapy room. Mr. Stajduhar said he would talk with Ms. Keckritz about details, and Holland Construction would address those issues. He said the building information is being sent to IDPH today, and that agency has up to 45 days to make plans for a building inspection. If the agency is not busy, the inspection could be completed in a shorter time frame.

Mr. Stajduhar presented a pay request in the amount of \$480,792.40 for work completed. Ms. Keckritz said she would like to see the County approve a partial pay request until some of the remaining punch list issues are resolved. Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve payment to Holland Construction in the amount of \$400,000 at this time, and to allow the additional sum of \$80,792.40 to be paid to Holland Construction when Ms. Keckritz is satisfied that all work has been completed as per contract. All voting Aye, none Nay and none Absent. Motion carried.

There is also \$77,902.49 in retainage outstanding at this time. Ms. Keckritz said she is pleased to note that at this time the County has not had to borrow any money on this project.

Ms. Keckritz provided the monthly Oak Hill financial report. She said the June 7 Block Party went well, and many positive comments were received from the folks who toured the new

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Evergreen Pointe facility. She said part of the nursing staff has been converted to 12-hour shifts, and things seem to be working well with that.

Ms. Keckritz said there are problems with one of the Oak Hill buses, and she would like to start the process of acquiring a new bus. Commissioner Wittenauer said he would make contact with Jessica at the Monroe-Randolph Transit District to see if they could assist with procuring a bus that could be used at Oak Hill.

Ms. Keckritz said she has been following all of the County activity regarding the change to IT support for the County offices. She said she was very concerned, because after going through some problem times, the Nursing Home is now settled in with a firm that is doing a good job supporting the Nursing Home IT needs. She said she did not want to see that change. Chairman Elmore said he appreciated Ms. Keckritz's concerns, and the Commissioners would keep that in mind as they review the situation and make a decision on which way to go in the future with the County's IT support.

Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve the monthly Nursing Home bills. All voting Aye, none Nay and none Absent. Motion carried.

Motion was made by Commissioner Koerber, with a second by Chairman Elmore to reappoint Jay Vogt, Delbert W. Wittenauer and Barbara Wagner to the Monroe County Board of Health. Chairman Elmore and Commissioner Koerber voting Aye, none Nay, none Absent, and Commissioner Wittenauer Abstained. Motion carried.

**RESOLUTION 17-49**

BE IT RESOLVED by the Board of County Commissioners of Monroe County, Illinois that the following individuals be reappointed to the Monroe County Board of Health, for one year term with term to commence on July 1, 2017 and term to expire on June 30, 2018 or until a successor is appointed and has qualified.

Jay Vogt  
6327 Goeddeltown Rd  
Waterloo, IL 62298

Delbert W. Wittenauer  
6489 KK Rd  
Waterloo, IL 62298

Barbara Wagner  
119 Westview Place  
Waterloo, IL 62298

Passed by the Board of County Commissioners of Monroe County, Illinois at Waterloo this 19<sup>th</sup> day of June, 2017.

Motion: Koerber  
Aye: Three  
Absent: None

Second: Wittenauer  
Nay: None

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Robert Elmore, Chairman

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Dennis M. Knobloch, County Clerk

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Delbert Wittenauer, Member

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Vicki Koerber, Member

Motion was made by Commissioner Koerber, with a second by Commissioner Wittenauer to reappoint George Obernagel to the Monroe County Board of Appeals. All voting Aye, none Nay and none Absent. Motion carried.

**RESOLUTION 17-50**

BE IT RESOLVED by the Board of County Commissioners of Monroe County, Illinois that George Obernagel be reappointed to the Board of Appeals for a term of five years with term to commence on July 2, 2017 and term to expire on July 2, 2022 or until a successor is appointed and has qualified.

Passed by the Board of County Commissioners of Monroe County, Illinois at Waterloo this 19<sup>th</sup> day of June, 2017.

Motion: Koerber  
Aye: Three  
Absent: None

Second: Wittenauer  
Nay: None

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Robert Elmore, Chairman

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Dennis M. Knobloch, County Clerk

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Delbert Wittenauer, Member

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Vicki Koerber, Member

Sheila Wetzler presented the semi-annual report of the General Assistance office. Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve the report. All voting Aye, none Nay and none Absent. Motion carried. There was additional discussion regarding whether the County should continue to provide General Assistance directly, or to provide funding to local service organizations that provide that same type of support. Commissioner Wittenauer said he would like to see the County continue with providing this type of assistance.

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Dennis Knobloch presented several IMRF Resolutions for review by the County Board. Kevin Koenigstein was also present for this discussion. Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve participation in the Illinois Municipal Retirement Fund by the Monroe County Treasurer, the Monroe County Supervisor of Assessments and the Monroe County Clerk. All voting Aye, none Nay and none Absent. Motion carried.

**RESOLUTION 17-51**

A RESOLUTION RELATING TO PARTICIPATION BY ELECTED OFFICIALS  
IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

WHEREAS, the Monroe County Board of Commissioners is a participant in the Illinois Municipal Retirement Fund; and

WHEREAS, elected officials may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 600 hours or more per year, and

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination of the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund;

NOW, THEREFORE BE IT RESOLVED that the Monroe County Board of Commissioners finds the following elected positions qualify for membership in IMRF.

TITLE OF ELECTED POSITION	DATE POSITION BECAME QUALIFIED
Monroe County Treasurer	Prior to 12/01/1966
Supervisor of Assessments	Effective 12/01/1998
County Clerk	Prior to 12/01/1966

I, Dennis M. Knobloch, the County Clerk of Monroe County, Illinois of the County of Monroe State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its Board of Commissioners at a meeting duly convened and held on the 19<sup>th</sup> day of June, 2017.

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SIGNATURE CLERK OR SECRETARY OF THE BOARD

Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve participation in the Illinois Municipal Retirement Fund by the Monroe County Circuit Clerk, the Monroe County State's Attorney and the Monroe County Sheriff. All voting Aye, none Nay and none Absent. Motion carried.

**RESOLUTION 17-52**

A RESOLUTION RELATING TO PARTICIPATION BY ELECTED OFFICIALS  
IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

WHEREAS, the Monroe County Board of Commissioners is a participant in the Illinois Municipal Retirement Fund; and



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WHEREAS, elected officials may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 600 hours or more per year, and

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination of the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund;

NOW, THEREFORE BE IT RESOLVED that the Monroe County Board of Commissioners finds the following elected positions qualify for membership in IMRF.

TITLE OF ELECTED POSITION	DATE POSITION BECAME QUALIFIED
Circuit Clerk	Prior to 12/01/1975
State's Attorney	Effective 01/01/1951
County Sheriff	Effective 01/01/1951

I, Dennis M. Knobloch, the County Clerk of Monroe County, Illinois of the County of Monroe State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its Board of Commissioners at a meeting duly convened and held on the 19th day of June, 2017.

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SIGNATURE CLERK OR SECRETARY OF THE BOARD

Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to approve participation in the Illinois Municipal Retirement Fund by the Monroe County Coroner. All voting Aye, none Nay and none Absent. Motion carried.

**RESOLUTION 17-53**

A RESOLUTION RELATING TO PARTICIPATION BY ELECTED OFFICIALS  
IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

WHEREAS, the Monroe County Board of Commissioners is a participant in the Illinois Municipal Retirement Fund; and

WHEREAS, elected officials may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 600 hours or more per year, and

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination of the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund;

NOW, THEREFORE BE IT RESOLVED that the Monroe County Board of Commissioners finds the following elected positions qualify for membership in IMRF.

TITLE OF ELECTED POSITION	DATE POSITION BECAME QUALIFIED
Coroner	Prior to 1976

I, Dennis M. Knobloch, the County Clerk of Monroe County, Illinois of the County of Monroe State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing

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is a true and correct copy of a resolution duly adopted by its Board of Commissioners at a meeting duly convened and held on the 19<sup>th</sup> day of June, 2017.

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SIGNATURE CLERK OR SECRETARY OF THE BOARD

Kevin Koenigstein said in the past the County has incurred extra IMRF liabilities because of how “soon-to-be-retiring” employees handled their health insurance deductions – pre-tax or post-tax. He said in order to make that situation more equal for all employees, he suggested having all employees go to post-tax for all IMRF participation. Motion was made by Commissioner Wittenauer, with a second by Commissioner Koerber to adopt IMRF Resolution 17-54, making all Monroe County employee IMRF contributions post-tax. All voting Aye, none Nay and none Absent. Motion carried. Commissioner Koerber said she also wanted to make note that in 2018 when the term of Commissioner Wittenauer ends, County Board members will no longer be able to participate in IMRF.

**RESOLUTION 17-54**

SUGGESTED RESOLUTION TO INCLUDE COMPENSATION PAID UNDER  
AN INTERNAL REVENUE CODE SECTION 125 PLAN AS IMRF EARNINGS

WHEREAS, standard member earnings reportable to the Illinois Municipal Retirement Fund do not include compensation paid under an Internal Revenue Code section 125 plan or compensation directed into a premium conversion plan or flexible spending account; and

WHEREAS, an IMRF participating unit of government may elect to include in IMRF earnings compensation paid under an I.R.C. section 125 plan or compensation directed into a premium conversion plan or flexible spending account by action of the governing body; and

WHEREAS, the County Commissioners of the Monroe County, IL is authorized to include section 125 plan and premium conversion and flexible spending account compensation as earnings reportable to IMRF and it is desirable that it do so.

NOW THEREFORE BE IT RESOLVED that the County Commissioners of the Monroe County, IL does hereby elect to include as earnings reportable to IMRF compensation paid under an I.R.C. section 125 plan and/or compensation directed into a premium conversion plan or flexible spending account effective 07/01/2017.

BE IT FURTHER RESOLVED that the Monroe County Clerk is authorized and directed to file a duly certified copy of this resolution with the Illinois Municipal Retirement Fund.

I, Dennis Knobloch, the Monroe County Clerk of Monroe County of the County of Monroe, State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its County Commissioners at a meeting duly convened and held on the 19 day of June, 2017.

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CLERK OR SECRETARY OF THE BOARD

Dennis Knobloch said the County Board passed Ordinance No. 17-2 on June 5, 2017, and at that time the most current Prevailing Wage listings available on the Illinois Department of Labor website were from June, 2015. The County Board passed that Ordinance using June, 2015

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prevailing wage details. On the afternoon of June 5, 2017, the Illinois Department of Labor updated their wage listings so they were current for 2017. Motion was made by Commissioner Koerber, with a second by Commissioner Wittenauer to approve the June 5, 2017 prevailing wage detail, and attach it to Ordinance No. 17-2 passed on June 5, 2017. All voting Aye, none Nay and none Absent. Motion carried.

Kevin Koenigstein came to the meeting to discuss several issues. He provided a detailed report for the Bison Beautification Fund, showing a current balance of \$1,795. Mr. Koenigstein also provided a report showing the current financial situation for the Ambulance Service. He said if the Service continues to operate as it has the first six months of the year, they should finish with revenues in excess of \$1 million, which is good.

Mr. Koenigstein submitted his semi-annual report of the Monroe County Collector. Motion was made by Commissioner Koerber, with a second by Commissioner Wittenauer to approve the report. All voting Aye, none Nay and none Absent. Motion carried. Mr. Koenigstein also provided a detailed report of receipts for the County sales tax, the Flood Prevention District sales tax, income tax, local use tax and replacement tax. He said at this point, the State is current on payments in all those categories. Mr. Koenigstein also explained the details of Mobile Home Tax for mobile homes in three different Mobile Home Parks in Monroe County.

The County Board asked Mr. Koenigstein and Mr. Knobloch to give their best estimates on the completion of the real estate tax cycle.

Dave Dillenberger of Americom came to the meeting to discuss IT services for Monroe County. Chairman Elmore said he had also been contacted by several other IT companies that want to discuss their services with the County. Mr. Dillenberger said his company would provide a one-year, three-year and five-year strategic plan for IT services and budgeting purposes. Chairman Elmore said he would also like to see more of the offices converting their historic records to digital files so we have less hardcopy files to store. Mr. Dillenberger said this includes computer equipment only, and didn't include printers or copiers. Commissioner Wittenauer said he would like to see some of the offices working together for printers and any equipment they could share.

Commissioner Wittenauer said he was under the impression we were going to interview candidates for Administrator and interview IT support firms, and then decide which direction would be best for Monroe County.

Mr. Dillenberger said his price proposal was for a three-year term, to be renewable after that. He said their proposal would include backup onsite and a redundant backup offsite. Commissioner Wittenauer asked if we have a choice of where our cloud backup would be, since some of the IT support companies use cloud backup that is outside of the United States. Commissioner Wittenauer said there is also the possibility that there may be some computer backup capabilities in Rock City in Valmeyer.

Mr. Dillenberger said his company can solve about 85% of the computer issues by remoting in from their office. He said the two main problems they deal with are viruses and data protection. Their quote does not include the Annex Building, the Sheriff's office or the Nursing Home.

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Commissioner Wittenauer said he would also like to see consolidation of all of the individual office servers into a central server bank, and if we decide to go with a company to support the IT services, it is not necessary to hire an IT Administrator.

Carla Heise came to the meeting to discuss Ambulance Service business. She distributed the most recent detail of surveys showing that the majority of people are satisfied with their use of the Ambulance Service. The remounted Ambulance has been put into service, and it appears there are a few small problems that will need to be fixed, including some overspray on the outside of the unit. Commissioner Wittenauer said if we continue to do these remounts, he would like to see the Service go to three units instead of four. Ms. Heise said the only problem is the older units really don't carry any value if you would try to get rid of them. She said she also likes to have one extra in case at some point there are two units being repaired. Ms. Heise said she doesn't spend a lot of money on the backup unit – right now the air conditioning doesn't work, but it is only used as an emergency backup unit.

Ms. Heise said she has been working on updating the HIPAA policy guidelines, and she has to come up with a disaster backup plan in case something happens to the Ambulance Service computer records. She said she is currently making plans to have multiple backups that can be kept in several different locations.

Commissioner Koerber said she was going to be digging into the details of the County's cell phone and regular phone bills and plans. She will provide a report back to the County Board of her findings.

Commissioner Koerber said she would like to see the Commissioners participate in local parades.

Commissioner Koerber said she thought the County Board should recognize the achievements of businesses, programs and individuals in the County. Chairman Elmore and Commissioner Wittenauer said they were both in agreement with doing this. Commissioner Koerber said she would work with Sheila Wetzler to start this type of award program. Plans will be made to make the first presentations at the next meeting of the County Board on Monday, July 3.

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