

CASS COUNTY BOARD MEETING

November 13, 2017

The Cass County Board met in the Courthouse, in the Court Room, on Monday, November 13, 2017 at the hour of 7:00 P.M.

Present: David E. Parish  
Chairman

Attest: Shelly Wessel  
Cass County Clerk

The meeting was called to order by Chairman Parish, who directed the Clerk to call roll.

Roll Call:

Parish	Present	Barnett	Present	Noe	Present
Lynn	Absent	Hagloch	Present	Schaefer	Present
Starkey	Present	Douglass	Present	Merriman	Present
Wessel	Present	Brannan	Present		

As a result of the roll call the Clerk states that all board members are present except for board member Lynn.

Chairman Parish states there is a quorum.

Chairman Parish now leads the board in the pledge of allegiance.

Chairman Parish then opens the floor for public comment.

State's Attorney, John Alvarez speaks to the Board. Mr. Alvarez states Cass County Mental Health Association has a representative present during criminal court sessions on Mondays and Thursdays. The Mental Health Representative is able to assess the individuals and develop a treatment plan while they are here for court. Alvarez states there is a funding shortfall of \$18,000.00 for these services due to a complicated budget issue.

Mr. Alvarez states the services provided by the Mental Health Association have been helpful to the county by reducing the workload of the Probation Department. Mr. Alvarez states Judge Hardwick has received approval for \$6000 from a board in which he is a member.

Mr. Alvarez would like to use \$6000 out of his budget and \$6000 out of the Public Defender's Budget to provide the needed funds to allow for these services to continue.

Wessel, Public Defender, states that having the Mental Health Representative in the courtroom also assists with determining whether a person is going to follow through with their treatment prior to reaching a plea agreement.

Wessel states that this is a **one-time only** request of \$12,000 and is for the 2018 fiscal year.

Cass County Citizen, Dave Ballance next introduces himself and states that he is here to question the board about board member Lynn and her absence from the County Board Meetings. Chairman Parish informs Mr. Ballance that Ms. Lynn is a duly elected member of the Board. She may resign if she chooses, but she cannot be forced to resign. Mr. Ballance states that he has contacted the State's Attorney General's office and is waiting on their reply.

The Clerk next reads the minutes from the October 9, 2017 Cass County Board Meeting.

Schaefer makes a motion to approve the minutes "as read" and Starkey seconds the motion. The vote is by acclamation and declared carried.

The Chairman directs the Clerk to read correspondence.

An agreement letter for auditing services for the year ended November 30, 2017 was received from Pehlman & Dold.

An Order closing the courthouse on Monday, December 24, 2018 and Friday, March 30, 2017, was received from Chief Judge Diane Lagoski.

The Clerk states the filing period for the 2018 General Primary Election is November 27-December 4, 2017. Wessel states she and her staff would be happy to notarize election materials for all local candidates prior to the filing dates.

Chairman Parish next calls for reports from the standing committees:

Clerk Wessel, reports the Courthouse and Jail committee, met on November 9<sup>th</sup> and approved all bills as presented.

Hagloch reports the Road and Bridge committee met on November 6<sup>th</sup> and approved all bills.

Merriman, Chairman of the Public Safety, Environment and Housing Committee, reports the committee met October 23rd.

Merriman reports Animal Control met on October 26<sup>th</sup> and will meet again on November 30th. This is one week later than usual due to the Thanksgiving Holiday.

Brannan, reports the Health Board met and evaluated the administrator, Teresa Armstrong.

Brannan, reports the Housing Authority met and the roof at Garnier will be replaced when Housing Director, Steve Horton returns.

Brannan reports that Steve Neihaus, contractor of the Virginia Affordable Housing Project attended the meeting.

Brannan states she has received several complaints from the public about rude employees at the Housing Authority office.

Mike Barnett, speaking on behalf of the Finance and Judiciary Committee, recommends increasing the Intra-governmental/Economic Development budget line by \$12,000 for the one-time request for Mental Health services provided at the courthouse. Barnett states additional budget adjustments will need to be made later for the county ambulance service.

Merriman, Chairman of the Supervisor of Assessments Committee, reports the committee met on October 30<sup>th</sup>. Beardstown Township voted to have Cass County do their assessing.

Merriman states Allie Dawson has given her two week notice after accepting a new job. The next meeting will be held on November 30<sup>th</sup>. The committee will discuss the restructuring of the S of A office.

Schaefer, Chairman of the Policies and Procedures committee states the Employee Policy Manual is on the agenda for approval.

Hagloch, Chairman of the Insurance and Bonds Committee reports meeting on November 9<sup>th</sup>. The changes were reviewed and the 2018 Insurance Plan was approved.

Hagloch, Liaison of E-9-1-1, reports they met on October 23, 2017, and approved all bills.

Noe, Liason of O.E.D.C., reports a meeting was held October 26<sup>th</sup>. The Falcon Fish plant was closed because there was not enough protein in the fish. They are considering processing unproductive chickens.

Noe reports Jennings Beardstown will be adding a Chrysler/Dodge Dealership to their business.

Noe reports Subway in Beardstown has closed, and Pamida Pharmacy has merged with Moreland and Devitt.

Noe states a Christmas parade will be held in Beardstown in December.

Schaefer, Liaison of the Mental Health Board, states the board met on October 18<sup>th</sup>. Buying a new program to track funds was discussed. A blanket drive is being held. The blankets will be distributed during the free meal on Thanksgiving Day.

Schaefer reports the second hand store is doing very well.

There are no reports from the following committees:

Legislative

Liquor Control

Economic Development

Rural Water

Resource Conservation

O.E.D.C. Tourism

Beardstown T.I.F.

Cooperative Extension

MCS Community Services

The Board next moves on to new business.

The Clerk presents the appointments of Art Gramann to Cass County Housing Authority for a term ending November 2022 and David Wankel to South Beardstown Drainage and Levee District for a term ending September 2020. A motion to approve the

appointments is made by Merriman and seconded by Brannan. The vote is by acclamation and declared carried.

The Chairman next presents the Employee Policy Manual for approval. Douglass makes a motion to approve the manual and Wessel seconds the motion. The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Parish	Yes	Barnett	Yes	Noe	Yes
Lynn	Absent	Hagloch	Yes	Schaefer	Yes
Starkey	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states that all members present have voted in the affirmative. Chairman Parish declares the motion carried.

All Elected and Appointed Officials will receive a copy of the policy manual. Once all of the officers have reviewed the policy manual the county clerk will provide copies for all of the employees to review. All officers and employees will submit the Acknowledgment of Receipt and Understanding of Policy and Procedure Manual Form, the Acknowledgment of Receipt and Understanding of the Policy against Discrimination, Harassment and Sexual Misconduct Form, and if applicable, the Employee Authorization for Motor Vehicle Record Review Form to the County Clerk.

The Chairman next presents a Resolution Establishing a Budget Stabilization Fund. Wessel makes a motion to approve the

Resolution and Noe seconds the motion. The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Parish	Yes	Barnett	Yes	Noe	Yes
Lynn	Absent	Hagloch	Yes	Schaefer	Yes
Starkey	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states that all board members present have voted in the affirmative. Chairman Parish declares the motion carried.

The Chairman presents a Resolution Transferring Funds into the Stabilization Fund. Barnett makes a motion to approve the Resolution and Schaefer seconds the motion. The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Parish	Yes	Barnett	Yes	Noe	Yes
Lynn	Absent	Hagloch	Yes	Schaefer	Yes
Winkelman	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states that all members present have voted in the affirmative. Chairman Parish declares the motion carried.

The Clerk presents an Ordinance to Allow a Reduction in the Number of Election Judges to Serve during a General Primary Election. Starkey makes a motion to approve the Ordinance and

Merriman seconds the motion. The vote is by acclamation and declared carried.

The Chairman next presents the Cass County Fiscal Year 2017-2018 Budget and Levies for approval. Starkey makes a motion to approve the Fiscal Year 2017-2018 Budget and Levies with the adjustments to include an increase in the County Clerk Doc Storage Budget for a total budgeted amount of \$200,000 for the Media Conversion Project and an increase to the Intra-governmental/Ec. Dev line for a one-time payment of \$12,000 for Mental Health Services provided at the courthouse. Merriman seconds the Motion. The Chairman directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Parish	Yes	Barnett	Yes	Noe	Yes
Lynn	Absent	Hagloch	Yes	Schaefer	Yes
Starkey	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states that all members present have voted in the affirmative. Chairman Parish declares the motion carried.

The Chairman next presents Cass County Trustee Resolutions. Douglass makes a motion to approve the Resolutions and Brannan seconds the motion. The vote is by acclamation and declared carried.

The Chairman presents Beardstown Ambulance and MECCA contracts for consideration. Merriman makes a motion to approve the contracts on a month by month basis and Douglass seconds the motion. The vote is by acclamation and declared carried.



The Chairman next presents a Resolution for a Budget Transfer from the Sheriff's Office Expense to Vehicles and Equipment for the purchase of an additional vehicle. Barnett makes a motion to approve the Resolution and Noe seconds the motion. The vote is by acclamation and declared carried.

The Clerk next presents the monthly reports for the Sheriff, Treasurer, Circuit Clerk, County Clerk, Zoning Officer, Death Examiner, Custodian, Public Defender and State's Attorney. A motion to receive the reports is made by Brannan and seconded by Noe. The vote is by acclamation and declared carried.

The approval of claims is next presented. A motion to approve the claims is made by Douglass and seconded by Barnett. Chairman Parish directs the Clerk to call roll.

The Clerk calls roll.

Roll Call:

Parish	Yes	Barnett	Yes	Noe	Yes
Lynn	absent	Hagloch	Yes	Schaefer	Yes
Starkey	Yes	Douglass	Yes	Merriman	Yes
Wessel	Yes	Brannan	Yes		

As a result of the roll call, the Clerk states that all members present have voted in the affirmative. Chairman Parish declares the motion carried.

The Chairman states there are no matters to discuss in Executive Session.

At approximately 7:55 p.m., a motion to adjourn and reconvene on the night of December 11, 2017 is made Wessel and seconded by Douglass. The vote is by acclamation and declared carried.