

WASHINGTON COUNTY BOARD MEETING  
TUESDAY DECEMBER 8, 2015  
3:00 P.M.

PRAYER AND PLEDGE  
CALL TO ORDER  
ROLL CALL  
ACKNOWLEDGMENT OF GUESTS  
APPROVAL OF MINUTES

PERSONS TO APPEAR

Kelly Cameron – Treasurer 3:30 P.M.  
Sharon Frederking – Health Department 3:45 P.M.

1. HIGHWAY DEPT: RESOLUTIONS
  - A. Resolution To Appropriate County Motor Fuel Tax Funds For Calendar Year 2016
  - B. Resolution To Appropriate County Engineer Salary Funds And Transfer From Federal Surface Transportation Program
2. CLAIMS AGAINST COUNTY COMMITTEE
3. STATES ATTORNEY'S MONTHLY REPORT
  - A. Adoption Of Annual Resolution To Participate In The Service Program Of The Office Of The State's Attorneys Appellate Prosecutor And Payment Of Statement
4. COUNTY CLERK & RECORDER'S MONTHLY & YEARLY REPORT
5. CIRCUIT CLERK SEMI ANNUAL REPORT
6. SHERIFF'S MONTHLY REPORT
7. EMERGENCY AMBULANCE & RESCUE SERVICE MONTHLY REPORT
8. APPROVAL OF SW IL REGIONAL PLANNING COMMISSION CONTRACT FOR 2016
9. APPROVE COUNTY CALENDAR FOR 2016
10. ZONING: NONE

COMMITTEE REPORTS:

POLICY, PERSONNEL & APPOINTMENTS:

- A. Contract Approval For Ambulance Administrator
- B. Contract Approval For Zoning, Safety & EMA Administrator
- C. Wash. Co. Board of Health
- D. Wash. Co. Planning Commission
- E. SW Regional Planning Commission

FINANCE:

- A. Proposal from Krehbiel & Associates for County Audit

BUILDING:

- A, County Renovation Update
  - Change Orders
- B. Proposal From Simplex & Grinnell - Ambulance Department
- C. Image Architect's Bankruptcy

\*OPPORTUNITY FOR THE GENERAL PUBLIC TO ADDRESS THE BOARD\*

## OFFICIAL PROCEEDINGS

### WASHINGTON COUNTY BOARD MEETING

DECEMBER 8, 2015

The reconvened and adjourned meeting of the County Board of Washington County, Illinois was held at the Community Center in Nashville, Illinois on December 8, 2015, for the purpose of transacting county business that might come before the Board.

Present and presiding were Chairman David Meyer and Nancy Heseman, County Clerk and Clerk of the Board.

Others present were Mitch Burdick, Rick Greten, Jim Dalaviras, John Kennedy, Alex Hagland, Gary Malawy and Bob Ostendorf.

Following the Lord's Prayer and the Pledge of Allegiance, Chairman Meyer called the meeting of the Washington County Board to order at 3:00 p.m.

Roll Call was taken by Clerk Heseman with 13 members present and 2 absent. Those present were Bening, Brammeier, Muentner, Gill, Lisk, Suedmeyer, Evans, Todd, Kurwicki, Hohlt, Spenner, Ibendahl, Shubert and Meyer. Absent was Barczewski.

Chairman Meyer asked if there were any corrections to the minutes of the Regular County Board Meeting on November 10, 2015. With no corrections, a motion was made by Kurwicki and seconded by Muentner to approve the minutes as presented. Motion carried.

Mitch Burdick, County Engineer, brought before the Board (**RESOLUTION APPROPRIATING MFT FUNDS FOR 2016 MFT YEAR**) (See Exhibit A). A motion was made by Gill and seconded by Brammeier to accept the resolution as presented. Motion carried.

Mitch Burdick, County Engineer, brought before the Board (**RESOLUTION APPROPRIATING FUNDS FOR THE PAYMENT OF THE COUNTY ENGINEER'S SALARY**) (See Exhibit B). A motion was made by Suedmeyer and seconded by Bening. Motion carried.

**The Claims Against the County Report** was presented to the Board for approval.

TO THE CHAIRMAN AND MEMBERS OF THE BOARD: YOUR COMMITTEE ON DECEMBER 7, 2015 EXAMINED ALL CLAIMS PRESENTED AND RECOMMENDS PAYMENT TO THE FOLLOWING AND THE CLERK BE DIRECTED TO ISSUE ORDER ON THE COUNTY TREASURER TO THE CLAIMANTS FOR THE AMOUNTS ALLOWED. (See Exhibit C) A motion was made by Evans and seconded by Muentner to accept the report as presented. Roll call vote was taken with 14 ayes and 0 nays. Motion carried.

**The State's Attorney Monthly Report** was presented to the Board for approval. **(See Exhibit D)** A motion was made by Spenner and seconded by Lisk to accept the report as presented. Motion carried.

**Resolution: (See Exhibit E)** Resolution for the county to support the continued operation of the Office of the State's Attorney's Appellate Prosecutor. A motion was made by Suedmeyer and seconded by Hohlt to approve resolution as presented. Motion carried.

**The County Clerk and Recorder's Monthly and Yearly Reports** was presented to the Board for approval. **(See Exhibit F & G)** A motion was made by Gill and seconded by Kurwicki to approve both reports as presented. Motion carried.

**The Circuit Clerk's Bi-Annual Report** was presented to the Board for approval **(See Exhibit H)**. A motion was made by Evans and seconded by Hohlt to approve report as presented. Motion carried.

**The Sheriff's Monthly Report** was presented to the Board for approval **(See Exhibit I)**. A motion was made by Muentner and seconded by Spenner to approve the report as presented. Motion carried.

**The Emergency Ambulance and Rescue Service Monthly Report** was presented to the Board for approval. **(See Exhibit J)** A motion was made by Shubert and seconded by Lisk to approve the report as presented. Motion carried.

**An Agreement between Southwestern Illinois Metropolitan and Regional Planning Commission** and Washington County, Illinois was brought before the Board for approval. The agreement is for the period beginning January 1, 2016 and extending to December 31, 2016. **(See Exhibit K)** A motion was made by Shubert and seconded by Brammeier to enter into this agreement as presented. Motion carried.

**The 2016 schedule for the Washington County Board meetings** was presented. **(See Exhibit L)** The November board meeting needed to be changed to the 3<sup>rd</sup> Tuesday of the month due to the conflict of the General Election being on the 2<sup>nd</sup> Tuesday in November. A Motion was made by Evans and seconded by Todd to accept the schedule as presented noting the correct date for the November meeting is November 15<sup>th</sup>. Motion carried.

There was no zoning this month.

At this time, Chairman Meyer called for committee reports.

**Personnel, Policy & Appointments:**

Shubert presented an **Employment Agreement for Washington County Ambulance Service Administrator. (See Exhibit M)** A motion was made by Shubert and seconded by Ibendahl to accept the agreement as presented. Motion carried.

**Employment Agreement for Washington County Zoning Administrator/EMA Coordinator/Safety Officer** was presented to the Board for approval. **(See Exhibit N)** A motion was made by Shubert and seconded by Spenner to accept the agreement as presented. Motion carried.

Shubert presented the following names to the Board to be considered for appointments.

A motion was made by Shubert and seconded by Bening to re-appoint the following names to the following boards:

Mitch Burdick	SW Illinois Reg Planning Comm	12/08/15-01/01/18
Barbara Mill	Wash Co Board of Mental Health	12/08/15-01/01/20
Kevin Meyer	Wash Co Board of Mental Health	12/08/15-01/01/20

Motion carried.

**Finance & Claims Due Co & Economic Development:**

Suedmeyer presented an **Agreement between Krehbiel & Associates, LLC and the County.** This agreement has a 3% increase due to the additional work with the auditing of the remodeling project of the courthouse. **(See Exhibit O)** A motion was made by Hohlt and seconded by Gill to accept the contract agreement as presented. Motion carried.

**County Building Committee:**

Suedmeyer informed the Board the Change of Orders are slowly coming to an end. He asked that all board members to sign their names as they want it to appear on the plaque being made in honor of the remodeling project of the Courthouse.

A **Service Agreement with Tyco Simplex Grinnell** for the Ambulance Department was presented to the Board. The agreement is for the Ambulance Department and is effective January 1, 2016 to December 31, 2020 with an annual payment of \$1679.00 for fire and safety. **(See Exhibit P)**

A motion was made by Suedmeyer and seconded by Brammeier to enter into executive session, under (2-C-2) and (2-C-11), allowing Gary Malawy and John Kennedy to remain. Roll call vote was taken with 14 ayes and 0 nays. Motion carried.

Re-entered open session at 4:45 p.m.

A motion was made by Evans and seconded by Lisk to pay all bills, payroll, overtime, utilities, insurance and to add the UCCI dues payment. Motion carried.

A motion was made by Muentner and seconded by Hohlt to adjourn until the January 13, 2016 at 7:00 p.m. at the Community Center in the Birthday Room. Motion carried. The meeting of the Washington County Board adjourned.

Nancy Heseman

County Clerk & Clerk of the Board

**RESOLUTION**

**APPROPRIATING MFT FUNDS FOR 2016 MFT YEAR**

**WHEREAS**, the County Board may expend Motor Fuel Tax Funds for the maintenance of County Highways and County Engineer's salary,

**NOW, THEREFORE, BE IT RESOLVED**, that the Washington County Board hereby appropriates the sum of \$839,625.00 from the Motor Fuel Tax allotments for the maintenance of Section 16-00000-00-GM, and

**BE IT FURTHER RESOLVED**, that the County Board of Washington County hereby appropriates the sum of \$92,400.00 from the Motor Fuel Tax allotments for the County Engineer's salary, Section 16-0000-00-CS, and

**BE IT FURTHER RESOLVED**, that these appropriations are for the period of time from January 1, 2016 through December 31, 2016, and

**BE IT FURTHER RESOLVED**, that the County Clerk is directed to transmit two (2) certified copies of this resolution to the District Engineer office at Collinsville, Illinois.

STATE OF ILLINOIS     )  
  )SS  
WASHINGTON COUNTY )

I, Nancy Heseman, County Clerk in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by Statute, do hereby certify that the foregoing is a true, perfect, and complete copy of a Resolution adopted by the County Board of Washington County at its regular meeting held at Nashville, Illinois, on December 8, 2015.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed the seal of said County at my office in Nashville, Illinois in said County, this 8<sup>th</sup> day of December, 2015.



*Nancy Heseman*  
\_\_\_\_\_  
County Clerk

(Exhibit A)



Resolution Appropriating Funds for the Payment of the County Engineer's Salary

Resolution No.
Section No. 16-CS100-0-AC

WHEREAS, the County Board of Washington County has adopted a resolution establishing the salary of the County Engineer to be One Hundred (100%) percent of the recommended salary for the County Engineer as determined annually by the Illinois Department of Transportation, and

WHEREAS, the County Board of Washington County has entered into an agreement with the Illinois Department of Transportation for transfer of federal funds to pay one-half of the salary paid to the County Engineer.

NOW, THEREFORE, BE IT RESOLVED, by the Washington County Board that there is hereby appropriated, the sum of ninety two thousand four hundred dollars (\$92,400.00) from the County's Motor Fuel Tax funds for the purpose of paying the County Engineer's salary from 1/1/2016 to 12/31/2016, and

BE IT FURTHER RESOLVED, that the Washington County Board hereby authorizes the Department of Transportation, State of Illinois, to transfer forty six thousand two hundred dollars (\$46,200.00) of Federal Surface Transportation Program Funds allocated to Washington County to the Department of Transportation in return for an equal amount of State funds.

I, Nancy Heseman, COUNTY CLERK in and for said County of Washington in the State of Illinois, and a keeper of the records and files thereof, as provided by statute, do hereby certify the forgoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Washington County, at its adjourned meeting held at Washington County Court House on December 8, 2015

I certify that the correct TIN/FEIN number for Washington County is 37-6002302
Legal Status: Governmental.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Nashville, IL, in said County, this 8 day of December, 2015



Nancy Heseman
County Clerk

"B"

Report of Committee

STATE OF ILLINOIS           )  
  )  
WASHINGTON COUNTY       )

Nashville, Illinois

December 2, 2015

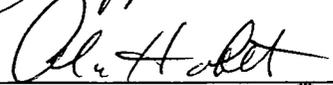
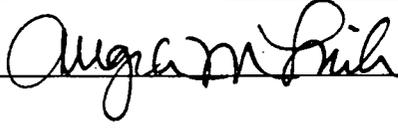
Mr Chairman, Ladies and Gentlemen of the County Board:

Your committee to who was referred the claims against the County Highway Department for the month of November 2015 would beg leave to submit the following report on the matter before them. That claims as shown on the attached sheets in the following total amount be approve for payment.

County Highway Fund	\$52,974.83
County Bridge Fund	\$732.25
County Matching Fund	\$12,047.70
County MFT Fund	\$2,542.45
Road District Fund	\$0.00
Township Bridge Fund	<u>\$0.00</u>
Total	\$68,297.23

All of which is respectfully submitted.

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
  
\_\_\_\_\_  
\_\_\_\_\_  
Claims Committee

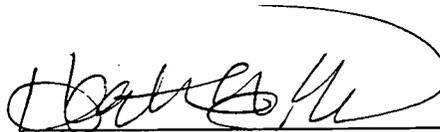
"C"

**STATE'S ATTORNEY REPORT**

I, HEATH H. HOOKS, WASHINGTON COUNTY STATE'S ATTORNEY, STATE THAT THE FOLLOWING IS A TRUE AND COMPLETE EARNINGS OF THE WASHINGTON COUNTY STATE'S ATTORNEY'S OFFICE FOR THE MONTH OF November, 2015.

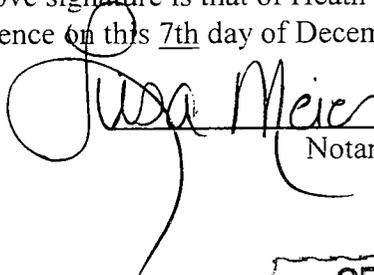
FEES EARNED \$ 840.00

FEES COLLECTED AND PAID  
TO COUNTY TREASURER \$ 840.00



Heath H. Hooks  
Washington County State's Attorney

I, the undersigned, attest that the above signature is that of Heath H. Hooks, Washington County State's Attorney, and was signed in my presence on this 7th day of December, 2015.



Notary Public



D

RESOLUTION

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Counties containing less than 3,000,000 inhabitants; and

WHEREAS, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et seq., as amended; and

WHEREAS, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives approval and support from the respective Counties eligible to apply; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board, in regular session, this 8th day of December 2015 does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorney of this County in the appeal of all cases, when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the State's Attorney's duties under the Illinois Public Labor Relations Act, including negotiations thereunder, as well as in the trial and appeal of tax objections.

BE IT FURTHER RESOLVED that the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

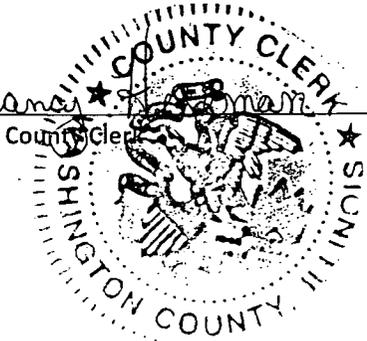
BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist the State's Attorney of this County in the discharge of the State's Attorney's duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction.

BE IT FURTHER RESOLVED that the Washington County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2016, commencing December 1, 2015 and ending November 30, 2016, by hereby appropriating the sum of \$7,000.00 as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2016.

Passed and adopted by the County Board of Washington County, Illinois, this 8th day of December 2015.

ATTEST:

Nancy A. Johnson  
County Clerk



Chairman

David A. Meyer

E

WASHINGTON COUNTY CLERK & RECORDER  
REPORT OF COLLECTIONS  
COLLECTION FOR THE PERIOD 11/01/15-11/30/2015

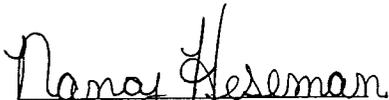
BEGINNING BALANCE \$17,255.95

NOVEMBER 2015

DISBURSEMENTS:

Tax Redemptions \$3,480.68  
Tax Redemptions Interest 426.87  
Miscellaneous 7,195.00

Total Disbursements: \$11,102.55

  
NANCY HESEMAN  
CLERK/RECORDER  
WASHINGTON COUNTY

NOVEMBER 1, 2015

KELLY CAMERON, WASHINGTON COUNTY TREASURER:

(G.I.S. ASSESSOR FUND) \$ 1,701.00  
(G. I.S. RECORDER FUND) 189.00

ILLINOIS DEPT OF REVENUE:

(R.H.S.P. - \$9.00 PER 191 DOC) 1,674.00

IL DEPT. OF PUBLIC HEALTH

(\$4.00 SURCHARGE DEATH CERT) 48.00

STATE TREASURER, IL DOMESTIC VIOLENCE

(MARRIAGE LICENSE SURCHARGE) 20.00

KELLY CAMERON, WASHINGTON COUNTY TREASURER:

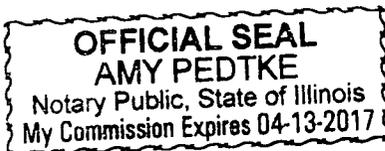
(RECORDER AUTO FUND) 666.00  
(FEE'S COLLECTED) 1,855.40

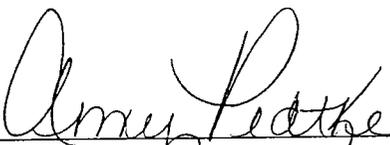
TOTAL \$ 6,153.40

**TOTAL DISBURSEMENT \$17,255.95**

TOTAL DISBURSEMENTS FOR THE MONTH OF NOVEMBER 2015.

SUBSCRIBED AND SWORN TO BEFORE ME THIS 1<sup>ST</sup> DAY OF DECEMBER  
2015.



  
\_\_\_\_\_  
NOTARY

(F)

**YEAR END REPORT**  
**WASHINGTON COUNTY CLERK & RECORDER FINANCIAL STATUS FROM**  
**12/01/14 THRU 11/30/15**

**DISBURSEMENTS**

TAX REDEMPTIONS	\$150,435.16
INTEREST COLLECTED & PAID OUT	21,160.75
MISCELLANEOUS	308.24
IL DEPT. OF REVENUE (STAMPS)	51,900.00
STIIPENDS, SOCIAL SECURITY, MEDICARE, IMRF/SLEP	4,181.02
<b>TOTAL</b>	<b>\$365,260.52</b>
PAID TO RONDA GROENNERT, WASHINGTON CO TREASURER	
(RECORDER AUTOMATION FUND)	\$ 9,199.00
(G.I.S. AUTOMATION FUND – Assessor)	23,544.00
(G.I.S. AUTOMATION FUND – Clerk)	2,616.00
(FEE'S COLLECTED)	78,137.35
IL DEPT OF PUBLIC HEALTH - (Death Certificate Surcharge)	380.00
RHSP SURCHARGE, IL DEPT OF REV.	22,914.00
IL DOM VIOLENCE FEE, SURCHARGE	485.00
<b>TOTAL</b>	<b>\$137,275.35</b>
<b>TOTAL DISBURSEMENTS:</b>	<b>\$365,260.52</b>

  
\_\_\_\_\_  
County Clerk & Recorder

Subscribed and sworn to before me this 1<sup>st</sup> day of December 2015.

Notary Public \_\_\_\_\_



**Cynthia Barczewski**  
WASHINGTON COUNTY CIRCUIT CLERK  
125 East Elm Street  
Nashville, IL 62263-0000

**REPORT OF THE CIRCUIT CLERK  
TO THE CHAIRMAN AND COUNTY BOARD MEMBERS  
OF WASHINGTON COUNTY, ILLINOIS**

I, **CYNTHIA BARCZEWSKI**, Clerk of the Circuit Court of Washington County, Nashville, Illinois respectfully submit the following report of receipts and disbursements of my office from June 1, 2015 through November 30, 2015:

(See attached)

I, **CYNTHIA BARCZEWSKI**, do solemnly swear that the foregoing report is correct to the best of my knowledge and behalf.



Cynthia Barczewski, Circuit Clerk

Subscribed and sworn to before me this 1 st day of December, 2015.



Notary Public



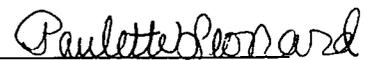
(H)

I, DANNY BRADAC, SHERIFF OF WASHINGTON COUNTY SHATES THAT THE FOLLOWING IS A TRUE AND COMPLETE EARNINGS OF THE SHERIFF'S OFFICE FOR THE MONTH OF NOVEMBER 2015.

FEES EARNED	\$370.00
FEES COLLECTED AND PAID TO THE COUNTY TREASURER	\$127.00
DIETING PRISONERS	\$2,442.56
SAL. DUE SHERIFF	\$4,338.46
SERVICE CALLS	\$634.40
BALANCE DUE SHERIFF	\$4,338.46
CRIMINAL ARRESTS.....	20
TRAFFIC ARRESTS.....	35
WARNINGS.....	65

  
SHERIFF DANNY BRADAC

I, Paulette Leonard ATTEST THAT THE ABOVE SIGNATURE IS THAT OF DANNY BRADAC, SHERIFF OF WASHINGTON COUNTY AND WAS SIGNED IN MY PRESENCE THIS 8th DAY OF December 2015.

  
**NOTARY**  
**OFFICIAL SEAL**  
PAULETTE M LEONARD  
Notary Public, State of Illinois  
My Commission Expires 06-16-2018

(1)



WASHINGTON COUNTY  
EMERGENCY AMBULANCE AND RESCUE SERVICE  
160 N. WEST COURT STREET NASHVILLE, ILLINOIS 62263  
Phone: (618) 327-3075  
Fax: (618) 327-7281

**Monthly Report for Nov 2015**

**Receipts/Billing**

Billed Out	\$ 65,944.10
Collected	\$ 52,697.22
Write Off Amount	\$ 23,989.50
Turned In Amount	\$ 52,697.22

**Total Expenses**

Nov. 2015	\$ 17,833.07
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**Total Calls for 2015**

December 2014:	191
January 2015:	205
February 2015:	171
March 2015:	147
April 2015:	135
May 2015:	144
June 2015:	138
July 2015:	136
August 2015:	136
September 2015:	150
October 2015:	129
November 2015:	122

**2015 Totals:** 1804

15

AN AGREEMENT  
BETWEEN  
SOUTHWESTERN ILLINOIS METROPOLITAN  
AND REGIONAL PLANNING COMMISSION  
AND  
WASHINGTON COUNTY, ILLINOIS

This Agreement, made this 8th day of December, 2015, by and between the Southwestern Illinois Metropolitan and Regional Planning Commission, 2511 Vandalia, Collinsville, Illinois 62234, hereinafter referred to as the "COMMISSION," and the County of Washington, Illinois, hereinafter referred to as the "COUNTY."

WITNESSETH:

WHEREAS, the COMMISSION is authorized to provide planning and technical assistance to local governments within its jurisdiction; and

WHEREAS, the COUNTY desires the COMMISSION to provide certain authorized planning and technical assistance;

NOW, THEREFORE, for and in consideration of the foregoing and of the mutual promises hereinafter expressed and undertaken, the Parties hereto do mutually agree as follows:

ARTICLE 1. TECHNICAL ADVISORY SERVICES

- A. A staff member of the COMMISSION shall be assigned to be present in the COUNTY on a regularly scheduled basis to provide both specific and general types of assistance to the County Board, Zoning Administrator, Subdivision Administrator, Zoning Board of Appeals, and to perform such other short-term planning-related work within the COMMISSION'S competence as directed and authorized by the County Board.
- B. A staff member shall be available to attend the regularly scheduled County Board meetings and at regularly scheduled meetings of the Washington County Planning Commission and Zoning Board of Appeals, to act in an advisory capacity.
- C. A staff member will provide information on state statutes, new legislation, and grant programs available.
- D. A staff member will provide information on technical matters relating to the administration of the Nashville/Washington County Enterprise Zone and assist in the promotion of the Zone.
- E. A staff member will provide information on technical matters relating to the administration of the Centralia Enterprise Zone and assist in the promotion of the Zone.

**WASHINGTON COUNTY BOARD MEETINGS**  
**SCHEDULE FOR 2016**

JANUARY 12 <sup>th</sup>	7:00 PM
FEBRUARY 9 <sup>th</sup>	7:00 PM
MARCH 8 <sup>th</sup>	7:00 PM
APRIL 12 <sup>th</sup>	7:00 PM
MAY 10 <sup>th</sup>	7:00 PM
JUNE 14 <sup>th</sup>	7:00 PM
JULY 12 <sup>th</sup>	7:00 PM
AUGUST 9 <sup>th</sup>	7:00 PM
SEPTEMBER 13 <sup>th</sup>	7:00 PM
OCTOBER 11 <sup>th</sup>	7:00 PM
NOVEMBER 15 <sup>th</sup>	7:00 PM
DECEMBER 13 <sup>th</sup>	3:00 PM

(2)

**EMPLOYMENT AGREEMENT FOR WASHINGTON COUNTY AMBULANCE  
SERVICE ADMINISTRATOR**

This Agreement is made and entered into by and between JOHN FELCHLIA (hereinafter referred to as "Felchlia") and WASHINGTON COUNTY, ILLINOIS, (hereinafter referred to as the "County"). For and in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The County agrees to hire Felchlia and Felchlia agrees to serve as the Administrator of the Washington County Ambulance Service (hereinafter referred to as the "Position").

2. The parties agree and understand that the Position shall be a full time, salaried, non-union position and that the Position's responsibilities shall be as follows:

**OFFICE MANAGEMENT:**

- Billing
- Insurance Claims
- Medicare and Medicaid Claims
- Payroll
- Collections and Small Claims
- Payment of Operating Expenses
- Office Efficiency
- Monthly Reports to the Ambulance Committee of the Washington County Board
- Holding Regular Office Hours on Monday through Friday

**PERSONNEL:**

- Scheduling of Shifts
- Recruiting Employees
- Employee Relations, Ethics and Discipline
- Training and Certification
- Writing and Enforcing Policy
- Maintaining Employee Records

**EQUIPMENT:**

- Inspecting and Overseeing the Maintenance of All Equipment
- Maintaining Records
- Monitoring Equipment Service Updates and Certifications

**GENERAL:**

- Acquiring an Understanding of the Service and Continually Striving for Improvement in Quality and Efficiency

(M)

3. The salary for the Position shall be \$52,634.00 for the term of employment, which shall be from the 1<sup>st</sup> day of December, 2015, to the 30<sup>th</sup> day of November, 2016, unless otherwise terminated earlier as provided herein. Additionally, Felchlia shall be entitled to keep all vacation time, sick days and personal days as he has previously accrued. Holidays shall be observed in accordance with the IBEW contract in effect at the time of reference.

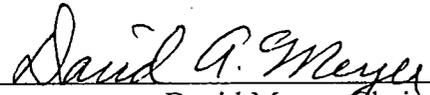
4. The requirement of a six (6) month probationary period has previously been satisfied. Therefore, Felchlia may be terminated at any time by the County only for just cause or for dereliction of duty during the term of the contract. The County in its sole discretion may elect to not renew the contract at its expiration for any cause or for no cause.

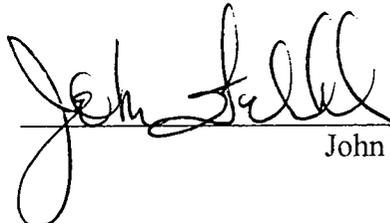
5. Felchlia shall occasionally fill in as a paramedic as circumstances require. For any hours worked as a paramedic outside the regular office hours referred to above, Felchlia shall receive an initial straight hourly compensation of \$16.19 per hour, which amount shall increase in correspondence with the IBEW contract in effect at the time of reference.

6. Felchlia shall report all vacation days, sick days and personal days used by him to the Ambulance Committee of the Washington County Board before the regularly scheduled committee meeting each month in the form of a spreadsheet.

Dated this 8<sup>th</sup> day of December, 2015.

Washington County  
By:

  
\_\_\_\_\_  
David Meyer, Chairman  
Washington County Board

  
\_\_\_\_\_  
John Felchlia

**EMPLOYMENT AGREEMENT FOR WASHINGTON COUNTY ZONING**

**ADMINISTRATOR/EMA COORDINATOR/SAFETY OFFICER**

This agreement is made and entered into by and between Rick Greten (hereinafter referred to as "Greten") and WASHINGTON COUNTY, ILLINOIS (hereinafter referred to as the "County"). For and in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The County agrees to hire Greten and Greten agrees to serve as the Washington County Zoning Administrator, the Washington County EMA Coordinator and the Washington County Safety Officer ( hereinafter referred to collectively as the "Position").
2. The Parties agree and understand that the position shall be a full time, salaried, non-union position and that the Position's responsibilities shall be as follows:

**ZONING ADMINISTRATOR:**

- Issuing Valid Building Permits (Certificated of Compliance)
- Accepting and Processing Applications for Zoning Map Amendments, Zoning Text Amendments, Variances, Special Use Permits, and Appeals (including publishing public hearing notices, notifying adjoining landowners, notifying applicants, preparing and holding the public hearing and passing the zoning board of appeals recommendations on to the County Board)
- Daily operations of the Zoning Office (including maintaining Zoning files)
- Issuing Notices of Violations of the Zoning Ordinance
- Visiting Building sites and/or Prospective Building Sites
- Updating the Zoning Ordinance and Zoning Maps

**EMA COORDINATOR:**

- Maintaining Accreditation with The State of Illinois (including updating the EOP, holding valid exercises, continuing to train according to State Requirements, maintaining NIMS compliance).
- Making Presentations to Outside Groups about Items of Safety Related to Weather, Earthquake, Fire, Hazardous Materials, etc.
- Being the Conduit to the Illinois Emergency Management Agency when State Resources may be needed.
- Responding to Emergency Incidents and Helping Emergency Services as needed.
- Maintaining EMA Emergency Equipment.
- Testing and Maintaining Emergency Alert Systems (Sirens)

(N)

SAFETY OFFICER:

- Scheduling and running of the Washington County Joint Safety Committee's Regular Meetings
- Monitoring safety related incidents regarding County Employees and being aware of any safety related trends or habits
- Issuing ID's to County Employees
- Posting OSHA required yearly notices
- Update training to be able to perform job better
- Monitoring County property and potential safety hazards
- Ordering and providing safety items to County Employees

3. The salary for the Position shall be \$52,634 for the initial year of employment, which shall be from the 1<sup>st</sup> day of December, 2015 to the 30<sup>th</sup> day of November, 2016 unless otherwise terminated earlier as provided herein. Additionally, Greten shall be entitled to keep all vacation time, sick days and personal days as he has previously accrued. Holidays shall be observed in accordance with the IBEW contract in effect at the time of reference.

4. The requirement of a six month probationary period shall be waived due to Greten's years of employment with the County.

5. Greten and the County agree that the Zoning Administrator, EMA Coordinator and Safety Officer positions shall, for the term of this contract, be filled by one individual. In the event Greten is unable to fulfill the duties of any one or more of the three positions, the County shall be allowed to terminate this contract and shall not be required to continue to employ Greten for any of the three positions. These position are not otherwise mutually inclusive and are being addressed collectively in this contract for convenience only.

6. Greten shall occasionally work hours between 4:00 p.m. and 8:00 a.m. as circumstances require. For any hours worked between the hours of 4:00 p.m. and 8:00 a.m., other than attendance at any County Board Meetings or County Board Environmental, EMA & Zoning Committee meetings, Greten shall receive comp time at a rate of one and one-half times the actual amount of time worked. Greten shall not receive comp time for attendance at any County Board Meeting or County Board Environmental, EMA & Zoning Committee meeting. As Zoning Administrator, regular work hours, including office hours and field work, should be from 8:00 a.m. to 12:00 p.m. each Tuesday and from 8:00 a.m. to 4:00 p.m. each Thursday.

7. Greten shall report all vacation days, sick days and personal days used by him to the Environmental, EMA & Zoning Committee of the Washington County Board before the regularly scheduled committee meeting each month in a mutually agreeable format.

Dated this 8<sup>th</sup> day of December, 2015

Washington County

By:

David A. Meyer  
David Meyer, Chairman  
Washington County Board

Rick J. Greten  
Rick J. Greten

James M. Randall, C.P.A.  
Wm. Brent Palmer, C.P.A.  
James G. Leuty, C.P.A.  
Gary S. Malawy, C.P.A.  
Richelle J. Heggemeier, C.P.A.  
Robert N. Huffman, C.P.A.  
Brent D. Maschhoff, C.P.A.



# KREHBIEL & ASSOCIATES, LLC

*Certified Public Accountants*

E-MAIL AT [cpa@krehbielcpa.com](mailto:cpa@krehbielcpa.com)

Wayne L. Krehbiel, C.P.A.

October 29, 2015

To The Board of Directors  
Washington County, Illinois  
Nashville, Illinois 62263

We are pleased to confirm our understanding of the services we are to provide Washington County for the year ended November 30, 2015. We will audit the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Washington County as of and for the year ended November 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Washington County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Washington County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Illinois Municipal Retirement Fund Schedule of Funding Progress (General County and SLEP)
- 3) Budgetary Comparison Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies Washington County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to

- 125 North Eleventh Street  
P.O. Box 846  
Mt. Vernon, Illinois 62864  
618-244-2666 Fax 244-2372
- 181 East St. Louis  
Nashville, Illinois 62263  
618-327-8042 Fax 327-8052
- 980 Fairfax Street  
Carlyle, Illinois 62231  
618-594-2025 Fax 594-2206
- 310 East DeYoung Street  
Marion, Illinois 62959  
618-993-2148 Fax 997-4482
- 907 Fourth Street, P.O. Box 38  
Eldorado, Illinois 62930  
618-273-3214 Fax 273-3077
- 215 Southeast Third Street  
P.O. Box 308  
Fairfield, Illinois 62837  
618-842-4840 Fax 244-2372

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# Service Solution

**Customer:**  
 Washington County Ambulance  
**Date:** 23-NOV-15  
**Proposal #:** 457596  
**Term:** 01-JAN-16 to 31-DEC-20

**Billing Customer:**  
 Washington County Ambulance  
 160 N WEST COURT ST.  
 NASHVILLE, IL 62263

**Service Location:**  
 Washington County Ambulance  
 160 N WEST COURT ST.  
 NASHVILLE, IL 62263

**SimplexGrinnell**  
**Sales Representative:**  
 Laura Winkler  
 3787 RIDER TRL S  
 EARTH CITY, MO 63045-1114  
 LWinkler@simplexgrinnell.com

## INVESTMENT SUMMARY

(Excludes applicable Sales Tax • Service Solution Valid for 45 Days)

SERVICE/PRODUCT DESCRIPTION	QUANTITY	FREQUENCY	INVESTMENT
<b>Recurring Annual Investment</b>			
<b>Fire Alarm Test &amp; Inspect - Parts and Labor (Panel &amp; Peripherals)</b>			
SIMPLEX 4007ES FIRE ALARM PANEL			
Main Fire Alarm Panel	1	Annual	
Fire Alarm Battery (each)	2	Annual	
Smoke Sensor Addressable	9	Annual	
Heat Detector Restorable	5	Annual	
Carbon Monoxide Detector	4	Annual	
Pull Station	3	Annual	
Audio-Visual Notification Conventional	16	Annual	
<b>ALARM &amp; DETECTION- MONITORING</b>			
SIMPLEX 4007ES FIRE ALARM PANEL			
Fire Alarm Monitoring Basic Service (Up to 100 Devices)	1		
Cellular Monitoring	1		
<b>Extinguisher Test &amp; Inspect</b>			
EXTINGUISHERS/PORTABLES SYSTEM			
Dry chem - cartridge - refillable (ABC)	10	Annual	

Total Recurring Annual Investment:

**\$1,679.00**

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