

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, July 30th, 2013

Time: 6:00 PM – Historic Courthouse Conference Room

Members Present: County Board Chairman **Roy Hertel**, Vice Chairman/ Personnel Chairman **Mary Bathurst**, HWE Chairman **Connie Beck**, Economic Development Chairman **Heather Hampton+Knodle**, Megan Beeler, Road & Bridge Chairman **Gene Miles**, EMA/Ambulance Chairman **Glenn Savage**, Building & Grounds Chairman **Bob Sneed**

Members Absent: Finance Chairman **Joe Gasparich**

Others Present: Sandy Leitheiser, Mr. Schroeder

The committee met today to discuss the following:

Coordinating: Roy Hertel, Board Chairman

1. **Update/Approval CEFS Central Illinois Public Transit Monthly Progress Report:**
2. **Update/Approval – Each committee to create a priority list of things that need to be done:** Chairman Hertel asked each chair to go get list ready.
3. **Update/Approval – Drainage District Appointments in September:**

Building & Grounds: Bob Sneed, Chairman

1. **Update/Approval Communication Tower Antenna at Cress Hill:** Sheriff's Department is looking at utilizing this tower.
2. **Update/Approval HVAC at Courts Complex:** Judge Long offered to pay one-half of HVAC system replacement. Hurst-Rosche will give a quote to design the system.
3. **Update/Approval Historic Courthouse Elevator:** Assistant States Attorney Betsy Wilson recommends the 1 year contract.
4. **Update/Approval Maintenance Issues and Report:** Committee will review Lloyd Meyer's report.
5. **Update/Approval Remodel Basement Office for Early Voting:** Sneed has a quote from Tim Lipe. Maintenance will take out the walls.
6. **Update/Approval Building Safety Issues at Courts Complex:** Meeting was held at the Courts Complex. Front entrance is a concern.
7. **Update/Approval Annex Building:** Windows in Conference room have insect problem. Calling vendor about leak problem.
8. **Update/Approval Use of B & G Vender List:** Use list on a rotating basis.
9. **Update/Approval Other Business:**

Economic Development: Heather Hampton+Knodle, Chairman

1. **Update/Approval MCEDC:** Had interviews last night, July 29th. MCEDC Board to meet August 1st at 4:30 p.m. to proceed with background check. Start within the next two weeks.
2. **Update/Approval Hillsboro TIF District Meeting:** July 26th at 11:00 a.m. Email committee the TIF report.
3. **Update/Approval Planning Commission Update:** Next meeting is Thursday, September 12th at 5:30 p.m. at the Annex Conference room. Chris Casey and new MCEDC Director will also attend. Determine topic.
4. **Update/Approval Other Business:** Looking for Workforce Investment Board person to replace Ken Nimmons
5. **September Agenda Items:**

E.M.A./Ambulance: Glenn Savage, Chairman

1. **Update/Approval of the Ambulance Call Report for June & July 2013:**

2. **Update/Approval Collections:**
3. **Update/Approval Security Issues at Courts Complex:** Rick Robbins will report on the meeting with Judge Long.
4. **Update/Approval Hazardous Mitigation Plan:** Diana will schedule a meeting to get the plan updated.
5. **Update/Approval Updated Insurance Certificates for the Ambulance Districts and given to the County Clerk:** Nokomis and Raymond certificates are outstanding. Sandy Leitheiser called Diana Holmes and she was in a meeting and did not call back.

Finance: Joe Gasparich, Chairman

1. **Update/Approval SOA Report:** Ray Durston
2. **Update/Approval GIS Report:** Mary Purcell
3. **Update/Approval Communication Tower Antenna at Cress Hill:** Rick Robbins and Treasurer Jenkins
4. **Update/Approval GIS Work Group Report:** Committee reviewed Beeler's report. Megan Beeler did research from other counties. GIS Coordinators are in the SOA office, one in the IT office and 1 in the County Clerk's office. Megan thinks someone from the Treasurer's office should be in the meeting.
 - **Bruce Harris & Assoc. Presentation for new Flyover:** Mary Purcell will get bids.
5. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:**
6. **Update/Approval Discuss Truth in Taxation:** Won't need a hearing.
7. **Update/Approval FY2014 Budget Hearings:** Still reviewing. Need wages on Unions.
8. **Update/Approval Addition to Pre-Approved Vendor List:** Ameren Energy Marketing
9. **Update/Approval Convey Deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township:**
10. **Update/Approval Copy Machines:** Dale Smith has been contacting the offices to complete the contracts.
11. **Update/Approval Cell Phone Billing:** Should take place for the July billing cycle.
12. **Update/Approval Postal Machines:** Need to review the postage machine lease and possible upgrade.
13. **Update/Approval Other Business:**

HWE: Connie Beck, Chairman

1. **Update/Approval Amend the County Food Ordinance regarding Inspections:** Cyndy Howard from Health Department will be at committee. Send to Board members in an email.
2. **Update/Approval Solar Panels at Recycling:** Dave Ronen will present grant info.
3. **Update/Approval Elections:** County Clerk Leitheiser reported Omnibus Bill was signed for Online Registration. Small grant to help with early voting room dealing with ADA, signs, locks etc.
4. **Update/Approval Recycling Program and Events:** Dawn Lutz will report. Schedule Electronic Recycling day.
5. **Update/Approval EPA Report:** Bill Gonet will report.
6. **Update/Approval Animal Control Facility and Program:** Free Roaming cat room, Ordinance Changes, Friends of MCAC Volunteers, Laborers' Local doing volunteer work and painting the office this week. Roy Hertel authorized \$.27 per mile to reimburse volunteer miles and crate fee until the volunteer group can raise money.
7. **Update/Approval Tour of Animal Control Facility:** After Full Board meeting on August 13.
8. **Update/Approval Other Business:**

Personnel: Mary Bathurst, Chairman

1. **Update/Approval Worker Wellness Program Committee:** Tentative Meeting date is Thursday, August 29th at 3:00 pm.
2. **Update/Approval Customer Service Training:**
 - **U of I Extension – Amanda Cole & Chris Casey**
3. **Update/Approval SOA / EMA / State's Attorney - Union Local #397:** New mediation date set: Thursday, September 12th, 2013 – Time 4:00 p.m.

4. **Update/Approval Highway Department - Union Local #1084:** Issue on Insurance resolved. Final draft sent today.
5. **Update/Approval Circuit Clerk's - Union Local #148:** Informed by Dan Sweet that the bargaining unit unanimously rejected the County's Final contract offer. Dan Sweet requested a federal mediator.
6. **Update/Approval FOP Union Negotiations:** Letter sent by Roy Hertel to the business agent advising to schedule a meeting in August to discuss proposals.
7. **Update/Approval Union Negotiations with Recycling Local 773:** Letter sent by Roy Hertel to the business agent advising to schedule a meeting in September to discuss proposals.
8. **Update/Approval Other Business:** Heather Hampton+Knodle asked if the Prevailing Wage Rate schedule can be available earlier next year to the Board members.

Road & Bridge: Gene Miles, Chairman

1. **Update/Approval Red Ball Trail:** Engineer Smith work with State's Attorney office to send letter to the contractor.
2. **Update/Approval Raymond Township Bridge:** Committee will discuss.
3. **Update/Approval Irving North County Bridge:** Committee will discuss.
4. **Update/Approval Striping of County Roads:** Engineer Smith checking with other counties.
5. **Update/Approval Other Business:**

Motion by Bathurst, second by Beck to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 7:45 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.