

## Montgomery County Board

### Minutes

**For Tuesday, May 14<sup>th</sup>, 2013 – 8:30 AM**

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The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, May 14<sup>th</sup>, 2013 in the County Board Room, 2<sup>nd</sup> floor of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Chairman Roy Hertel at 8:30 AM.**

**Roll call was taken. 21 members present, 0 members absent.**

**Members Present:** Mary Bathurst, Connie Beck, Megan Beeler, Nikki Bishop, Bonnie Branum, Ronald Deabenderfer, Joe Gasparich, Chuck Graden, Heather Hampton+Knodle, Roy Hertel, Sharon Kuchar, Jay Martin, Gene Miles, Jim Moore, Mike Plunkett, Earlene Robinson, David Ronen, Glenn Savage, Bob Sneed, Mike Webb, Richard Wendel.

**Members Absent:** None

**Pledge of Allegiance to the flag was led by Bonnie Branum.**

**Mileage and Per Diem Approval:** Motion by Bishop, second by Wendel to approve the mileage and per diem. All in favor, motion carried.

**Approval of Minutes of Previous County Board Meeting:**

Motion by Gasparich, second by Beck to approve the Minutes of the Previous County Board Meeting held on Tuesday, April 16<sup>th</sup>, 2013. All in favor, motion carried.

#### **CONSENT AGENDA:**

1. **Chief Assessment Officer's Report** – Ray Durston was present for questions.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions informed members that the county only received two-thirds State of Illinois reimbursement totaling \$4,367 for 147 election judges who served at the November, 2012 election, and no reimbursement is expected from the State of Illinois reimbursement for this past April's election. Leitheiser also informed members that she received correspondence from Attorney General Madigan of a settlement to county recorders of \$3.3 Million from a lawsuit involving fraudulent mortgages, and Montgomery County will receive \$10,939 for the County Recorder's Automation Fund. Member Deabenderfer asked Leitheiser if those funds could be used toward Election Judge salaries to offset the loss from the State of Illinois, and Leitheiser stated that statutorily the Recorder's settlement funds must remain in the Recorder's Automation Fund for land records maintenance use.
4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – Hugh Satterlee was present for questions and thanked members for the \$93,000 loan on the roof which has been paid back, and announced two openings at the Health Department to replace current positions.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted. Hertel announced that Judge Long placed Sheriff Vazzi's name for consideration for the Illinois State Bar's Sheriff's award, which he received. A ceremony will be held today to present Sheriff Vazzi with this award.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions.

**APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA:** Motion by Webb, second by Ronen to approve the 11 items on the Consent Agenda. All in favor, motion carried.

**LIAISON REPORTS:** CEFS - Robinson reported Housing grants and Low Income College Scholarships are available, and Montgomery County has been awarded a housing grant in Nokomis. Hertel stated he sent a letter to CEFS regarding additional grants and requested that every county get at least one application. MCEDC – Ronen reported a good turnout of 150 people at the Legislative breakfast held May 15<sup>th</sup>. Hertel reported that at least County Board members attended, and questions were asked about fracking and the Affordable Health Care Act. Ronen reported that the County has received a \$500,000 Weatherization grant from DCEO for Energy Auditing with City of Litchfield and LLCC. MCWC – Branum reported the Water Company Engineer was at the meeting to discuss grant applications for Phase 5. UCCI – Miles stated the meeting was cancelled. Senior Citizens – Bishop stated there is nothing to report. U of I – Graden reported the last meeting was in Jerseyville and the next will be in June. VAC – Sneed stated there is nothing to report. West Central Development – Wendel reported meetings will now be held every other month.

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE REPORT:**

**COORDINATING COMMITTEE:** Given by Chairman Roy Hertel as follows:

1. **Presentation from Kristie Warfel of CEFS -Update:** CEFS representative Warfel introduced Central Illinois Public Transit Mobility Manager Lisa Casterline who started with CEFS in November and markets the program. Warfel explained the grants and funding for CEFS transportation, and stated they have a Facebook account now to reach out to the population. In the next year their goal is to be in high traffic areas. Warfel explained the new communication software, and said they are also waiting for grants to purchase security cameras to protect drivers and passengers, and plans also include increasing radio ads and other advertising on their service contracts. Warfel reported on the \$193,900 dollar-for dollar match JARC grant to expand their hours, and that an additional \$20,000 is needed yet for this grant. This grant will not be available next year, so they are working hard to increase ridership in order to keep expanded hours. Deabenderfer asked about ridership levels, and Warfel stated ridership has increased because of better scheduling. Hampton+Knodle asked about service contracts and Warfel reported on clients such as FAYCO, CATCH Kids and ICCS in Coffeen, a summer lunch program. Deabenderfer asked about providing transportation for Hillsboro School District students to away games and Warfel replied they could do this as long as they are not competing with the school district buses. She also reported they are receiving more calls to pick up students to and from school who live just outside of the school bus area.
2. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** The monthly progress report was included in County Board packets, and Hertel asked Warfel to include a list of service contracts in the next monthly report. Warfel reported that starting in July she will also be sending a progress report including transport numbers, complaints, etc. She will also send a detailed report.
3. **CEFS Intergovernmental Agreement and Ordinance #2013-13 to Provide for Public Transportation -Approval:** Motion by Gasparich, second by Miles to Approve the CEFS Intergovernmental Agreement and Motion by Hampton+Knodle, second by Robinson to approve Ordinance #2013-13 to Provide for Public Transportation. All in favor, motion carried. (For copy, see Resolution Book #13, pages 48-50).
4. Board members toured the CEFS Transportation Vehicle outside the north entrance of the Historic Courthouse after the Board Meeting.

**BUILDING & GROUNDS COMMITTEE REPORT:** Given by Chairman Bob Sneed as follows:

1. **HVAC at Courts Complex -Update:** Sneed reported Don Fournier, an Engineer consultant working with IACBMC, Illinois Energy Now Program, attended the committee meeting to give information regarding any grants that may be available for the HVAC replacement at the Courthouse Complex. Mr. Fournier explained that there is an energy grant available through DCEO that runs from June 1<sup>st</sup> to May 30<sup>th</sup> of each year.
2. **Historic Courthouse Elevator -Update:** Sneed reported discussing issues with the Warranty Agreement on the Historic Courthouse Elevator with the State's Attorney's Office.
3. **Maintenance Issues and Report -Update:** Sneed reported we have contacted Selvaggio Steel from Springfield, Illinois to install hand railings at the north entrance of the Historic Courthouse. The committee also discussed extending the platform where the door opens.
4. **Fire Alarm System at Recycling -Update:** Sneed reported that at this time we are securing bids for Hillsboro and Litchfield Recycling Centers. Graden asked if the Nokomis Recycling dropshed has an alarm and Sneed said it does not.
5. **Quote for Security Door for Circuit Clerk's Office -Update:** Sneed reported Stephanie Keiser from the Circuit Clerk's Office submitted a quote from MPM Industries for \$1,454.79. The committee approved the purchase of a remote door lock system for the Circuit Clerk's office. Sneed reported we will work on more security issues for the Courts Complex.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given by Chairman Heather Hampton+Knodle as follows:

1. **MCEDC -Update:** Hampton+Knodle reported that Ronen would like to set up four different committees within the MCEDC: Member Recruitment, Business Retention, Business Attraction, and Workforce Development. The MCEDC board is also considering going to look at LLCC or some other college to see if there is some apprenticeship clerical assistance available for the corporation's use. The next meeting is scheduled for July 11<sup>th</sup>, 2013 at 4:15 pm. They are also trying to get more people involved in MCEDC efforts.
2. **Revolving Loan Fund Report -Update:** Hampton+Knodle reported that the Committee reviewed the Revolving Loan Fund report for each of the three businesses. The Summary is in the county board packets.
3. **County Employee Survey to ask How to Cut Expenses and or Increase Revenues -Update:** Hampton+Knodle reported that Robert Morris College Students in Chicago provided a survey draft to review, and when the survey is finalized, a memo informing employees about the survey will be placed in their pay envelopes on May 17<sup>th</sup>, 2013. The survey may be completed either on-line or by hard copy and will be available for two to three weeks, with results anticipated by budget hearings.
4. **Coal Severance Tax Report on States -Update:** Hampton+Knodle referred members to the coal severance tax report, and reported it gives a background summary for board members. Illinois does not have a coal severance tax at the present time.
5. **Planning Commission -Update:** Hampton+Knodle reported the meeting that was scheduled for May 21<sup>st</sup> will be cancelled and rescheduled due to MCEDC representative Kennett's unavailability, since the primary agenda is on Economic Development and it is critical that she attend. She will be contacted to get a date at the end of May that she will be available to attend.

6. **Fracking -Update:** Hampton+Knodle reported that the “Hydraulic Fracking” bill is currently being held in the rules committee.
7. **Legislative Breakfast -Update:** Hampton+Knodle reported a strong representation of County Board members were at this recent Legislative Breakfast, which is appreciated.
8. **State Legislative Priorities Report -Update:** Hampton+Knodle has received some responses from a letter she sent to our State and Federal Legislators regarding the importance of the Eagle Zinc site EPA cleanup.
9. **Enterprise Zone Conference Report -Update:** Hampton+Knodle reported on the legislation that will be made part of the public hearing that was held by DECO on Friday, April 26<sup>th</sup>, 2013 in Springfield. We will be inviting the Enterprise Zone Mayors to the Economic Development Committee meeting on July 3<sup>rd</sup> at 6:00 p.m. to go over the Enterprise Zone changes and County EZ statistics. GIS Coordinator Mary Purcell has been asked to get the municipal EZ maps ready by June 1<sup>st</sup>, 2013 so they can be shared at the Mayors meeting. We will also be sharing our responses with our State Legislators.
10. **Economic Development Committee Date Change -Update:** Hampton+Knodle reported that the next committee meeting has been changed from June 5<sup>th</sup> to Wednesday, May 29<sup>th</sup>, 2013.
11. **Clean Line Energy -Update:** Hampton+Knodle reported she is scheduled to meet today at 11:00 AM with Chairman Hertel, Assistant State’s Attorney Wilson and two representatives from Clean Line Energy.
12. **Other Business –Workforce Investment Board/Mayors Welcome Packet -Update:** Hampton+Knodle stated that she has been in communication with the West Central Development Director regarding our appointment to the Workforce Investment Board and his availability to be a voting member on that board. Committee discussed Gasparich’s suggestion regarding inviting County Mayors to a Full Board meeting as a good will gesture to introduce officials and services. Hampton+Knodle suggested a “Welcome Packet” that will explain how we intersect and include information on 911, animal control ordinances, liquor and gaming licenses, Enterprise Zone and other County services.

**E.M.A./AMBULANCE COMMITTEE REPORT:** Given by Chairman Glenn Savage as follows:

**Ambulance Call Reports:**

A summary of monthly operations for April 2013 is as follows:

**Total calls: 327      Total amount billed: \$192,942.30      Amount collected: \$186,443.45**

Savage reported on amount collected of \$186,443.45 for April call reports.

**AMBULANCE REPORT:**

1. **Collections –Update:** \$186,217.61 (Old System \$225.84, New System \$186,217.61)
2. **5 Area Ambulance District Agreements -Approval:** Savage reported the last few Certificates of Liability Insurance from the 5 Area Ambulance Districts have been received, and most of the ambulance districts insurance certificates are due to renew in April or May. **Motion by Savage, second by Beck to Approve the 5 Area Ambulance District Agreements. All in favor, motion carried.**
3. **Insurance for Coordinator – Half paid by the 5 Areas Ambulance Services -Update:** Savage reported the committee discussed the ambulance districts paying for a portion of the health insurance costs for EMA Coordinator.
4. **NIMS Classes:** Savage reported tests were taken and passed.

**EMA REPORT:**

2. **Montgomery County Emergency Operations Plan -Approval:** The Emergency Operations Plan for Montgomery County has been reviewed. It must be sent in to the State by June 30<sup>th</sup>, 2013. The EOP is updated to meet State guidelines every two years, and identifies functions of the different agencies. Plunkett also stated there are resource contacts in the EOP. **Motion by**

Savage, second by Gasparich to Approve the Montgomery County Emergency Operations Plan. All in favor, motion carried. (For Promulgation Document and related signature pages, see Resolution Book 13, pages 51-54).

3. **Communication Options – System to alert employees -Update:** Savage reported there are several notification systems that notify employees and county residents of emergencies by text, twitter, live email and cell phone. If the county were to acquire such a system, we could pro-rate the cost among various jurisdictions. Chairman Hertel stated he recently was informed that we may get a grant to help pay for this service.
4. **MABAS Assets -Update:** (*Mutual Aid Box Alarm System*) A MABAS display board was available for viewing in the County Board room along with the Hazmat trailer on the north side of the Historic Courthouse and members were encouraged to look at each after the meeting. Gasparich reported we have \$575,000 worth of free equipment as a result of state and federal resources, which totals over \$1 Million in equipment and includes a trailer with a tent and three boats for the County dive team. Also, Gasparich stated that one device the county owns can determine about 35,000 potentially hazardous substances with 98% accuracy.
6. **Madison County MOU -Update:** Savage reported Madison County is asking for a Memorandum of Understanding with Montgomery County for the use of our Incident Management Team.
7. **Table Top Exercise Topic – “Countywide Medication Distribution” -Update:** Sneed reported a Countywide Medication Distribution Exercise will be held on Monday, October 21<sup>st</sup> 2013 at the Free Methodist Church in Hillsboro. This exercise will be used for mass distribution of medication if needed due to public emergency and will identify areas to provide immunizations to County residents.
8. **MABAS reimbursement to County -Update:** Savage reported that the County has been reimbursed the \$765.30 from when Gary Gile transported the light tower.
9. **Ambulance budgets -Update:** Savage reported that notices have been sent out to the Ambulance districts to have their FY 2014 budgets returned by June 1<sup>st</sup>, 2013.
10. **Natural Hazards Mitigation Plan -Update:** Savage reported this was discussed at committee.
11. **Emergency Security Improvements for the Courts Complex -Update:** Savage reported Under sheriff Rick Robbins conducted meetings with employees at the Courts Complex to get suggestions for security improvements. Surveys were completed by employees giving input on what would make them feel safer at their workplace. The Committee will review this list and will make suggestions at the next EMA meeting.

**FINANCE COMMITTEE REPORT:** Given by Chairman Joe Gasparich as follows:

1. **Energy Bids -Approval:** Bids for Electricity Rates were reviewed this morning at 8:00 am. Current rate is .05262 per kilowatt hour. The lowest 12 month bid from Ameren was for .0426. Ronen stated this is the lowest rate he has seen and he deals with this every day. Chairman Hertel stated electric rates fluctuate with prices of natural gas. Hertel stated he will not vote on this bid approval. **Motion by Gasparich, second by Graden to Approve the 12 Month Bid on all-inclusive Electricity Rates from Ameren for .04260 per kilowatt hour. All in favor, motion carried.**
2. **Annual University of Illinois Extension Agreement -Approval:** Director of U of I Extension Amanda Cole was here to present their Agreement with Montgomery County in the amount of

\$154,910 for the 12 month period beginning with July 1<sup>st</sup>, 2013 and ending June 30<sup>th</sup>, 2014, which will be levied by the County on their behalf. Hampton+Knodle asked about the Economic Development Educator position and Cole reported the new hire should be with her at the next County Board meeting. **Motion by Hampton+Knodle, second by Bishop to Approve the Agreement for the next fiscal year with the U of I Extension in the amount of \$154,910. Abstain – 1 (Gasparich). Motion carried. (See Resolution Book 13, pages 55-56).**

3. **GIS Report -Update:** Gasparich reported the committee discussed the charges for GIS maps in Mary Purcell's office and the availability of other versions of the maps in other offices where copies can be made at a lesser charge. The committee discussed coming up with a uniform rate.
4. **FY2012 County Audit -Approval:** The full board received the 2012 audit report at last month's meeting. The audit recommendations have been sent out to each department to review and be prepared to discuss at the budget hearings. **Motion by Gasparich, second by Plunkett to Approve the FY2012 County Audit as Presented to the Full Board. All in favor, motion carried.**
5. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Reports prepared by Treasurer Jenkins were in Board packets. Gasparich stated there was a substantial jump in the Coal Royalty payment figure from March to April and he hopes this will continue this way.
6. **FY2014 Budget Information & Schedule -Update:** Gasparich reported the FY 2014 budget hearings will be held on Monday July 15<sup>th</sup>, Tuesday, July 16<sup>th</sup>, and Wednesday, July 17<sup>th</sup>, 2013. Treasurer Jenkins has a memo prepared to go to all the department heads with the FY 2014 requirements to complete the budgets.
7. **Copy Machines Survey -Update:** Gasparich reported the committee discussed the proposal sent by Dale Smith of Tom Day Business Machines for the copy machine contracts for the various County Offices. Dale Smith will come to the June Committee meeting to discuss them, and Beeler will work up contract language to present next month.
8. **Cell Phones -Update:** Beeler reported we have enrolled the County Cell Phones into a Government account and once all phone numbers are in the account we can proceed with consolidating the Cell Phone contracts into one bill. Once completed, we will receive one bill at a cost savings of about \$400 per month and should see that savings in next month's billing cycle. Gasparich stated if we expect office holders to cut expenses, the Board has to show frugality and that we are being conservative with our dollars.
9. **Raymond/Harvel Public Hearing -Update:** Gasparich reported the Public Hearing was held on Monday, May 13<sup>th</sup>, 2013 at 7:00 p.m. at the Raymond Village Hall and stated it was a good hearing with positive comments. Gasparich said that Raymond/Harvel Ambulance District has a good volunteer service that has been volunteering for 30+ years.

**H.W.E. COMMITTEE REPORT: Given by Chairman Connie Beck as follows:**

**1. Recycling Program and Events:**

- **Electronics Recycling -Update:** Beck reported the Electronics Drives that were held on April 18<sup>th</sup> and 19<sup>th</sup> went very well and 83,338 pounds of electronics were collected and shipped out. There have been a total of 6 drives in the past few years for a total of almost 500,000 pounds of electronic waste collected from residents of Montgomery County that will not end up in our local landfill. Farmersville, Coffeen and Raymond all brought their dump trucks loaded with electronics. Another collection will be scheduled for October. Beeler asked about the revenue for this drive and we have not received any yet

although it will be two cents a pound. Hertel stated he appreciates all the work done at the Electronic Recycling Drive as the first day was held in pouring rain.

**5. EPA Report:**

- **Host Fee Agreement -Update:** Beck reported Bill Gonet gave a copy of the Host Fee Agreement for the committee to review. Assistant State's Attorney Wilson is reviewing it at this time.
- **HW Collection -Update:** Beck reported that IL EPA has asked if the County would be interested in working with a Municipality to host a Household Hazardous Waste Collection. This event is in the planning stages and Gonet will advise as information is released.
- **Status of Tire Pickup -Update:** Beck reported that due to lack of State funding, there is no tire collection planned at this time.

**6. Animal Control Facility and Program -Update:** Beck reported that committee members reviewed the Animal Control Intake Summary and the reports for the monthly revenues and expenses.

**7. Animal Control Increase Fee for Rabies Tags -Approval:** Beck reported the committee again discussed raising the Rabies Tag fee for pet owners from \$5.00 to \$10.00 for a pet that is sterile, and from \$15.00 to \$20.00 for a pet that is not sterile. Hertel stated he spoke with Veterinarian Ben Brohammer regarding the recent Letter to the Editor he wrote to the newspaper about his concerns regarding raising the fees for rabies tags, and said that with this proposal Veterinarians would retain \$1 for their processing fees. The committee will also review the current fees and fines to see what can be increased. The animal control ordinance states that warnings are given for pet owners who don't have their animals' up to date with rabies vaccinations. The committee discussed changing the ordinance to assess fines instead of warnings. Beck reported that Animal Control data collected has been given to all Board members. Beeler stated she wants it made known that she did not compile the data given and the numbers do not match Budget reports. Board Administrator Daniels explained the budget book uses audited numbers and that she used unaudited numbers from the Treasurer's office reports when compiling the data, which is why they don't match. Hampton+Knodle asked how much of the fee goes into the Pet Population Control Fund. Daniels reported that the \$10 differential between the fee for sterile and intact animals goes into the PPCF by state mandate which must be used for low cost rabies clinics and low cost spay and neuter services. Any remaining funds can be used by the County for expenses. Hampton+Knodle reported she calculated that with this increase Animal Control could bring in an additional \$35,000 per year. Hertel replied the revenue gained will depend on the total number of tags sold. Kuchar stated she understands that raising the tag fee will bring up revenue, but as a prior HWE Committee member she has served with PAWS CARE for six years and they already donate so much to the County, saving taxpayer costs. She asked why we plan to work less with PAWS CARE, thus losing all their donations and volunteers. Chairman Hertel stated that we can't always count on donations and PAWS CARE has sent us a letter that they would like to have their own program which will go into another direction. Since last month's meeting included a motion to table the Rabies Tag Fee approval, Chairman Hertel asked Assistant State's Attorney Wilson if the board should proceed from the motion that was tabled last month and Wilson replied to not do so and instead make a new motion. **Motion by Beck, second by Graden to Raise the Rabies Tag Fee from \$5.00 to \$10.00 for Sterile Animals and from \$15.00 to \$20.00 for Intact Animals with the Veterinarians Retaining \$1.00 per tag for**

their Processing Fee with fees to take effect January 1<sup>st</sup>, 2014. **Roll Call Vote:** Ayes - 11, Nays – 10. *Those Voting Aye:* Bathurst, Beck, Bishop, Deabenderfer, Graden, Hertel, Robinson, Ronen, Sneed, Webb, Wendel. *Those Voting Nay:* Beeler, Branum, Gasparich, Hampton+Knodle, Kuchar, Martin, Miles, Moore, Plunkett, Savage. Motion carried.

8. **Animal Control Bequest -Update:** Hampton+Knodle asked about a recent bequest left to the County Animal Control Facility, and Hertel stated there was a bequest as well as a funeral memorial left to the Animal Control Facility, and reported that the State's Attorney is still working on the amount of the bequest and the funds should be released to the County in July or August.
9. **Draft of The Montgomery Animal Control Volunteer Manual -Update:** The committee reviewed a Draft of the Montgomery County Animal Control Volunteer Manual that was prepared by Beck and it is being reviewed by Assistant State's Attorney Wilson. Committee members will review and comment on the manual at the next committee meeting. The final version should be sent to PAWS CARE.
10. **Revised Volunteer Release Forms -Approval:** Beck reported the Committee reviewed a draft of the revised volunteer release forms and discussed a couple of concerns that Assistant State's Attorney Wilson addressed in an email. She stated that the Revised Volunteer Release Form allows individuals who are ages 13 – 17 can work with cats and puppies only, and the State's Attorney's Office is okay with the form. **Motion by Beck, second by Webb to Approve the Revised Volunteer Release Forms. All in favor, motion carried.**
11. **Tours of Recycling Center and Animal Control Facility -Update:** Beck reported Board will tour the Recycling Center on June 11<sup>th</sup> and the Animal Control Facility on July 9<sup>th</sup>.

**ROAD AND BRIDGE COMMITTEE REPORT:** Given by Chairman Gene Miles as follows:

1. **Raymond Township Bridge -Update:** Miles reported a response was received from IDOT's Chief Council stating that the one legitimate protest was denied, so the bridge will be built as soon as the paperwork is completed.
2. **Tractor Purchase -Update:** Miles reported two new tractors were purchased according to the approval that was given last month for \$72,000 each. The tractors will be delivered once the checks are ready after the May board meeting.
3. **Sale of Old Tractors -Approval:** The two older mowing tractors will be put up for sale. **Motion by Miles, second by Branum to Put the Two Old Tractors For Sale as Surplus Property with a Minimum Bid Price Set by Engineer Smith. All in favor, motion carried.**
4. **2013 Culvert Letting -Approval:** Two bids were received for Culverts:
  - Contact Engineering Solutions from Springfield: Group #1 Total is \$27,597.66 and Group #2 Total is \$9,708.40.
  - Metal Culverts, Incorporated from Jefferson City, Missouri: Group #1 Total is \$28,553.24. Group #2 Total is \$9,398.78.

**Motion by Miles, second by Branum to Approve the Low Bidder for Group 1 Culverts as Contact Engineering Solutions from Springfield for \$27,597.66 and Group 2 Culverts as Metal Culverts Incorporated from Jefferson City, Missouri for \$9,398.78. All in favor, motion carried.**

**PERSONNEL COMMITTEE REPORT:** Given by Chairman Mary Bathurst as follows:



1. **Montgomery County Electronic Security Policy -Update:** Bathurst reported the committee reviewed a draft of this policy submitted by Information Systems Manager Purcell. The committee recommends the Full Board review this for 30 days.
2. **Internet, Email and Social Media Policy -Update:** Bathurst reported that Assistant State's Attorney Wilson stated the Social Media and Internet Policy is ready for review and revisions suggested by the committee were made. These policies would replace our current policies and the committee recommends the Full Board review them for 30 days.
3. **Drug Test Policy -Update:** Bathurst reported the Drug Test Policy will be reviewed next month. Hugh Satterlee gave an overview to the committee of the selection process used to drug test employees. This process is done by the Treasurer's office and the Health Department. If the site change is made, the process used should work well. The committee endorsed the site change to the Health Department and requested that the new procedure be included in employee paychecks so they can be aware of the Drug Testing policy procedure.
4. **Highway Department - Union Local #1084 -Update:** The next meeting is after Regular Personnel Committee at 5:00 p.m. on Thursday, May 23<sup>rd</sup>, 2013 at 4:00 p.m.
5. **SOA/EMA/State's Attorney - Union Local #397 -Update:** Traylor presented a proposal to the committee for them to review and respond at a later date.
6. **Circuit Clerk's - Union Local #148 -Update:** The next meeting with the Circuit Clerk's Union Local #148 is Tuesday, May 21<sup>st</sup>, 2013 at 5:00 p.m. with committee and 5:30 p.m. with union.
7. **Executive Session for Personnel Issues, Union Negotiations:**
  - Motion by Bathurst, second by Moore to Enter Into Executive Session. All in favor, motion carried. Time 10:15 a.m.
  - Motion by Martin, second by Robinson to Come Out of Executive Session. All in favor, motion carried. Time 10:51 a.m.

**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:** Motion by Martin, second by Ronen to approve the 8 committee reports and minutes. All in favor, motion carried.

**ANNOUNCEMENTS:** Chairman Hertel announced the following:

1. To confirm Members' attendance at meetings, Hertel asked Board members to list all meetings attended on Per Diem Sheets and note "no charge" if they intend to not recoup their per diem or mileage.
2. The MABAS trailer and CEFS vehicle is available for members to view after the board meeting today at the north side of the Historic Courthouse.
3. The Tour of Montgomery County Recycling Center is Tuesday, June 11<sup>th</sup> after Board meeting.
4. The Tour of the Montgomery County Animal Control Facility is Tuesday, July 9<sup>th</sup> after Board meeting.

**SCHEDULE CHANGES:** Chairman Hertel reported the following:

1. The Regular Economic Development Committee Meeting on June 5<sup>th</sup> has been changed to Wednesday, May 29<sup>th</sup>.
2. Building & Grounds Committee Meetings will start again at 8:30 a.m. in June, July & August.
3. The Special Personnel meeting with Circuit Clerk's Union Local #148 is Tuesday, May 21<sup>st</sup>, 2013 at 5:00 p.m. with committee and 5:30 p.m. with union.
4. The Regular Personnel Committee meeting is moving up a week to Thursday, May 23<sup>rd</sup> at 4:00 p.m.

5. A Personnel meeting with Highway Department Local #1084 is at 5:00 p.m. after Regular Personnel Committee meeting.

**APPOINTMENTS:**

1. Motion by Moore, second by Plunkett to Reappoint William Harpole to the Board of Review for the 2013 & 2014 sessions. All in favor, motion carried.
2. Motion by Deabenderfer, second by Ronen to Reappoint Lyle R. James to the Board of Review for the 2013 & 2014 sessions. All in favor, motion carried.
3. Motion by Miles, second by Bishop to Reappoint Kent Aumann to the Board of Review for the 2013 session. Against – 1 (Graden). Motion carried.
4. Motion by Bathurst, second by Gasparich to Reappoint Brenda Johnson and Kim White to the Montgomery County Tuberculosis Care & Treatment Board for three year terms to begin July 1<sup>st</sup>, 2013 and end June 30<sup>th</sup>, 2016. All in favor, motion carried.

**PUBLIC COMMENTS:** None

**PAY BILLS:**

1. Approval to Pay Any Invoices from Adams, PC or Books & Moore: Motion by Miles, second by Plunkett to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Moore). Motion carried.
2. Motion by Webb, second by Bishop to pay all other approved bills. All in favor, motion carried. For itemized listing of bills paid, refer to Accounts Payable Book for FY 2013.

**ADJOURN:** Until the Full Board Meeting on Tuesday, June 11<sup>th</sup>, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Bathurst, second by Branum to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:52 a.m.

Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.