

Montgomery County Board

Minutes

For Tuesday, February 12th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, February 12th, 2013 in the County Board Room, 2nd floor of the Historic Courthouse, Hillsboro, Illinois.

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

Hertel announced that all meetings are being recorded.

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 County Board Member Bob Sneed.

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

Approval of Proclamation in honor of Montgomery County Sheriff's Department Telecommunications Division's exemplary service to the citizens of Montgomery County:

Motion by Bathurst, second by Gasparich to approve the Proclamation in honor of Montgomery County Sheriff's Department Telecommunications Division. All in favor, motion carried. (For Copy of Proclamation, See Resolution Book 13, page 1).

Approval to Recess the County Board Meeting and to proceed to the Sheriff's Department to recognize the Telecommunication Division and Tour the Jail & Courts Complex:

Motion by Robinson, second by Ronen to recess the County Board meeting. Recessed at 8:38 a.m. All in favor, motion carried. Members walked to the Montgomery County Jail and watched as Sheriff Vazzi and Undersheriff Robbins presented awards to Captain Greg Nimmo, Sergeant Tammy Thompson, Ed Boyd and former dispatcher Amanda Chumley for their efforts during the Mega bus accident on I-55 on August 2nd, 2012. County Clerk Leitheiser read the Montgomery County Board Proclamation again, and Chairman Hertel stated those who the dispatchers helped don't know them and will never meet them, but they will always appreciate what they did for them. Nimmo thanked the County Board and also County Clerk Leitheiser who serves as the County Emergency Public Information Officer. Members toured the Jail and walked through the tunnel to the Courts Complex and briefly heard about the Court Complex building from Circuit Clerk Holly Lemons. Members then returned to the County Board room.

Approval to Reconvene County Board Meeting:

At 9:55 AM, Motion by Martin, second by Graden to reconvene the County Board meeting. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Webb, second by Wendel to approve the Minutes of the Previous County Board Meeting held on Tuesday, January 8th, 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 stated March 12th, 2013 is the deadline for voter registration for April 9th Consolidated Election.

Deabenderfer asked about early voting and Leitheiser stated that in Montgomery County Early Voting and No-Excuse Absentee Voting are one in the same and will begin on Thursday, February 28th and extend through Monday, April 8th in the County Clerk's office.

4. **County Treasurer's Report** – was submitted.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – was submitted.
7. **Probation Officer's Report** – was submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – was submitted.

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

LIAISON REPORTS: Chairman Hertel advised members of Liaison Reports, a new item on the agenda. He will be asking members assigned as liaisons to report on assigned meetings they attend at the next Full Board meeting. He stated if there is something specific to discuss to let him know beforehand. Miles had attended a recent UCCI meeting and reported that UCCI Board is still talking about the State deficit.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Reports -Update:** Chairman Hertel reported the monthly progress report for December and January was included in County Board packets.
2. **Report of the Rules Committee -Update:** Chairman Hertel stated Rules Committee member Mary Bathurst will discuss Rules of Order during her Personnel Report.

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

1. **Railing at the Historic Courthouse -Update:** Sneed reported that due to a constituent's recent fall on the north steps of the Historic Courthouse the committee discussed installing better hand railing and signage to advise those entering the building of the handicap entrance on the west side of the Historic Courthouse.
2. **Courts Complex Fire Alarm System -Update:** Sneed reported the committee is getting bids to monitor fire alarms and panic systems.
3. **Maintenance Issues and Report:**
 - **Business Vendor List -Update:** Sneed reported the committee received several business names for the Business Vendor List, and that this will be an ongoing collection. He stated the main reason we are doing this is to keep the money for projects going to County business owners.
 - **Safety Issues -Update:** Sneed reported that Circuit Clerk Lemons addressed safety issues at the Courts Complex with the committee. Undersheriff Rick Robbins and Lemons will be scheduling a meeting to discuss these issues and come up with ideas to help with safety. Sneed stated a policy and procedure needs to be established and employees educated.
4. **Johnson Controls Contract -Approval:** Sneed reported the Annual Maintenance Contract is \$6,149 this year. Beeler asked about the history of Johnson Controls as a vendor and this contract, and Sneed replied that Johnson Controls supervises and is in charge of the heating and cooling system at the Courts Complex. He stated if the county does not wish to continue

with Johnson Controls, it would result in a huge cost for a replacement system, which he does not want to do this at this time. Beeler asked if Johnson Controls was responsible for the problems we are having or if the concern is the age of the system. Sneed replied that in his experience, most government buildings including schools and hospitals have contracts like this and Johnson Controls may be responsible for many problems, but some problems are caused by the thermostat constantly being turned up and down. Sneed said that in his view, we need to have better thermostat regulation. Hertel stated that historically the unit was originally located on the Courts Complex roof and then moved southwest of the building eight or nine years ago. Since that time, compressors have failed and replaced with rebuilt used ones. He also reported computer problems, lack of oil to compressors and valves not working well. Hertel stated previous Building & Grounds Committee members knew the HVAC system would have to be replaced sometime down the road for approximately \$80,000 - \$90,000. Ronen asked if we have looked into a grant and Sneed replied not yet. Hertel asked Ronen to research and provide grant information. Deabenderfer stated that Johnson Controls is partially responsible because their equipment is involved. Sneed replied we would have to replace equipment if we go with another vendor, and stated that his goal is to make the system work better. It is going to be an ongoing situation, and hopefully we can get it rectified. Hertel asked Sneed if the County Board could have a Johnson Controls representative come and speak to the Board, and Sneed replied he plans on contacting them and discussing the problems before the next Board meeting. **Motion by Sneed, second by Deabenderfer to Approve the Maintenance Contract with Johnson Controls for the HVAC at the Courts Complex in the Amount of \$6,149 for this Year. All in favor, motion carried.**

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

1. **County Website Survey -Update:** Hampton+Knodle reported she has been working with Information Systems Manager Bill Purcell on updating the County website and changes will be unveiled at the March meeting. Surveys will be sent out on February 19th to all Department Heads where they will be asked for Frequently Asked Questions and other suggestions for the website. The surveys will need to be returned by February 28th, 2013 and the committee will review the results at their March meeting. Also, Information Systems Manager Purcell will attend the Economic Development Committee in March. Hampton+Knodle will continue to update Board members on website changes and also asked members to give input.
2. **MCEDC -Update:** Hampton+Knodle reported the MCEDC Board met on Thursday, February 7th at 4:15 p.m. with County Board members Deabenderfer and Ronen in attendance, and their budget was presented and approved. Former MCEDC representative and current County Board member Megan Beeler gave her last report on business retention. The annual meeting will be held on Tuesday, March 26th and she encouraged Board members to attend.
3. **Central Illinois Economic Development Authority (CIEDA) -Update:** Hampton+Knodle reported that she is chairman for CIEDA and she will be attending a CIEDA meeting on February 26th in Taylorville and will see if there are current projects underway that may impact Montgomery County Economic Development.
4. **Planning Commission Meeting Date -Update:** Hampton+Knodle reported that the committee reviewed a list of possible meeting dates and chose two dates. The first option for the meeting will be Tuesday, February 19th at 6:00 p.m. and the second option will be Wednesday, February 27th at 6:00 p.m. The meeting will be at the Annex building and will have a full agenda.
5. **Committee Members' Economic Development Goals -Update:** Hampton+Knodle reported that she asked each Committee member to state a goal for the committee. She stated the consensus of Committee members was the need for an increase of jobs and business

recruitment and for higher paying jobs. Committee members also stated that business retention is important along with setting good policies, and we can look at MCEDC and other partners in the County as resources. Deabenderfer stated to the committee that he would like to see the County have a full-time Economic Development representative to serve the needs of the County and Hertel stated to the committee that it would be nice to have an Economic Development Director with an office that would work for the whole County.

6. **County Priorities to Share with General Assembly -Update:** Hampton+Knodle gave several examples to look to the General Assembly for ways to raise revenue as follows: legislation to help fund 911 by raising rates on cell phone lines to compensate for the number of land lines that have been disconnected; continued state funding of township road and bridge programs; on-time payments and full state reimbursements for schools, hospitals and healthcare providers; and encourage retrofitted/scrubber equipped Illinois-based coal-fired plants to use Illinois coal. She will get together a talking point sheet for members to provide to the General Assembly. Discussion took place on the new legislation to raise 911 funds for cell phones from \$.73 to \$1.00. Plunkett stated that he would like to see it raised to \$2.00. Deabenderfer stated most families have several cell phones and he wondered if they would be charged this additional fee per cell phone. Gasparich stated the State redistributes the funds and the county doesn't get what it needs. He stated the increase should go to the county who provides the 911 service. He also reported that voice-over-internet phone calls are not taxed the \$2.00 land line fees, which is another concern. Hertel stated costs for 911 emergency services are going up and encouraged members to call their legislators. Gasparich reported that 911 has been successful in locating and rescuing people who have called 911 from their cell phones, and it is not fair that it costs less than \$.75 to do so.
7. **Governor's Rural Affairs Council -Update:** Hampton+Knodle reported she attended a meeting in January and the Council will meet again in April this year. She shared information on local foods programs and incentives with the chambers of commerce and University of Illinois Extension Service.
8. **Grain Belt Project -Update:** Hampton+Knodle reported this Transmission line project goes from Kansas to Sullivan, Indiana, is slow moving and has no movement in Illinois with two Ameren projects delayed at the present time.

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

Ambulance Call Reports:

A summary of monthly operations for **January 2013** is as follows:

Total calls: 428 Total amount billed: \$258,481.80 Amount collected: \$144,221.51

AMBULANCE REPORT:

1. **Collections -Update:** Total Collections for **January** are **\$144,221.51** (Old System \$143.08, New System \$144,078.43)

EMA:

1. **Shake Out -Update:** Savage reported the County continues to prepare for a potential earthquake in the Midwest through a program that was held on February 7th called Shake Out. He stated that there is an earthquake fault line in Missouri that extends to Illinois and informed members during an earthquake to "get down, get under and hold on" under doorways and furniture. The County is registered with "The Great Central U.S. Earthquake," a multi-state partnership for increased earthquake awareness.
2. **Regional Meeting -Update:** Savage reported Director Holmes attended the Regional IEMA meeting on February 8th, 2013.
3. **Security Issues – Meeting with Sheriff's Department -Update:** Nothing has been scheduled at this time. Savage reported the committee will continue to work with the Sheriff's Department on safety issues.

4. **AED/Defibrillator Units -Update:** Savage reported the committee approved the purchase of 4 sets of pads and 5 batteries for the AED/Defibrillator Units.
5. **Knox Boxes -Update:** Savage reported that the three Knox boxes (Emergency Service Entry Devices) have been installed and keys have been placed inside for County buildings. Fire Chief Lyerla has been informed of this and has been given keys to the Knox boxes, which are independent of other keys.
6. **Accreditation -Update:** Savage reported we have been approved with IEMA for another year.
7. **Emergency Operation Plan (EOP) -Update:** Director Holmes reported to committee that she would like to have the Emergency Operation Plan completed by May 2013. She has sent some reminders to other offices for their part of the plan. Holmes asked Fire Chief Sumpter from Litchfield to review his section. Member Gasparich will also review the plan.
8. **Tornado Policy -Update:** Savage reported the Tornado Policy has been written and sent to Circuit Clerk Holly Lemons to review for her office.
9. **HazMat -Update:** Savage reported that MABAS President Leo Beasley stated that they will be a good steward of the County funding of \$1,500. Beasley gave an update on items that would be purchased with the \$1,500 for MABAS equipment.
10. **Lock Down & Evacuation Policy for Schools -Update:** Savage reported that Gasparich has drafted a non-law enforcement Lock Down & Evacuation Policy for Schools which includes guidelines on what to do in case of this emergency and now needs to be reviewed by the Fire Chief. Once this review is complete, Gasparich will bring it to Director Holmes to provide to Regional Superintendent of Schools Marchelle Kassebaum to distribute as needed. Chairman Hertel stated at the committee that the other County Offices should also get a copy of this plan.
11. **EMA/Ambulance Bills -Update:** Savage reported the committee examined the bills and recommended them for payment.

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

1. **Revolving Loan Fund -Update:** Gasparich reported MCEDC provides low interest loans to three businesses through the Revolving Loan Fund program, and presently one client is in bankruptcy, the second client is two payments behind and the third client is paying on time. There presently is a fourth new application that has been submitted. This Revolving fund balance is General Fund money set aside for this specific purpose and can be put back in the General Fund if economic times get rough.
2. **Elected and Appointed Officials to Discuss FY 2013 Budget and General Fund Balance - Update:** Gasparich reported the committee met with Elected and Appointed Officials and stated this was not meant to be an alarmist meeting, but allowed Finance Committee members to share the status of General Fund Revenue. Each Department Head was asked to go back to their budget and approach the committee with any suggestions they may have to decrease operational expenses both in this year and for next year's budget and take a strong look at other sources of revenue. Gasparich stated that the meeting was well received by the officials and believes they had an understanding of the committee's request. Gasparich reported to them that our goal is to have \$3.5 Million reserves in the bank for a rainy day fund in 4 years. Also, each year the County borrows about \$500,000 from the General Fund to pay for IMRF, Social Security and Liability Insurance, and then we pay it back to those funds when taxes are collected. As an alternative, the County can tax for these 3 items. There has been about \$2.4 Million of Coal Rights sales money that went into the General Fund to pay the bills. Gasparich referenced members to review the following itemized Coal Sale expenditures totaling \$3,454,000 in the Finance committee minutes:

Highway	\$ 49,000	Historic Courthouse	745,000
Annex	557,000	Sheriff's Dept.	513,000
Animal Control	338,000	GIS	300,000
Hurst-Rosche	216,000	Property purchase	161,000
Revolving Loan	250,000	Fayco	148,000
Misc.	47,000	Forrestal Group	130,000

3. **Circuit Clerk Audit -Update:** Gasparich reported that the Circuit Clerk Independent Audit by Patton & Company P.C. is now complete and it looks good. Members have received a two page summary in their packet at today's meeting, but are welcome to review and study the entire audit. A month will be allowed to members' review and approval will be asked for next month.

4. **Monthly Coal Revenue and Revenue, Expense & Bank Balance Report -Update:** Gasparich reported that Member Beeler worked with Treasurer Jenkins who then prepared two graphs to give Board members a general snapshot of General Fund Operating Expenses and Revenues. **(For copies of the graphs, see Resolution Book 13, pages 2-3).** Gasparich asked Beeler to explain the reports, and Beeler stated that the Orange graph shows month by month revenue and expenses with green as revenue and red as expenses, and called members' attention to the spikes in revenue. She reported that expenses fluctuate as well. The idea of the chart is establish a flow of both revenues and expenses. The Blue graph shows a fiscal year to date report of revenue and expenses along with cash in the bank. Total revenue is going up, but expenses continue to climb and are a lot more than revenue. The blue line on this graph is our cash in the bank, which is cash available to cover expenses. As a county, we are spending more than we are taking in. Deabenderfer asked if the blue line includes coal royalties and Gasparich replied coal royalties are not included in the graph, but are in a separate fund. Beeler reported that the recent Ameren sales tax money is reflected in the chart also. Gasparich stated it is our intent to show members the flow of money over time, and emphasized that the money from the operation of the coal mine is funding above and beyond our general revenue collection. The fiscal information shared with the Office Holders will go out to employees via a letter once he approves it. Bathurst asked what is left of the money from the sale of the coal rights and Gasparich replied that the current balance of \$878,000 in the General Fund is what we have left. Bathurst asked if members could get a report on coal royalties and Gasparich replied affirmatively, stating that last month the amount was \$110,000 and the month before that was \$167,000. Hertel replied it won't be long and we will have to use coal royalties to pay bills and at next month's meeting Board members will decide how much to transfer to the General Fund. Graden asked if we earning some interest on coal royalties and Hertel replied very little. Gasparich stated we need to be frugal and keep the county services running. Hampton+Knodle asked for a monthly financial statement that will show every account and coal royalties and balances for each month. She also asked about information in the Finance minutes stating we are spending \$21,000 each day with daily revenue of \$15,000 - \$16,000 and Gasparich stated that was a generalization made based on the division of the amount of money we take in versus the division of the amount of money we put out. Gasparich advised members to contact Treasurer Jenkins with any questions, and to also look at the Treasurer's Report for accurate records. Hertel stated that if you take the coal revenue by month, it takes \$5,000 a day of coal revenue to make up the difference. Hampton+Knodle asked what will happen when the coal is gone, and Gasparich stated when we end this fiscal year we have to have money in the bank to pay expenses. We have to find a way to put revenue in our account each year to draw on. Gasparich stated we need to be

cognitive of this information as we go into budget hearings. We have to look at what we are spending and ask ourselves if there is a way to make things more efficient. Hampton+Knodle asked if we are going to do what school systems do and provide an audit to the newspapers and Gasparich replied we will when the County audit is done. Gasparich explained that the Treasurer's Report has key items in it with actual numbers and the charts just shows trends, and encouraged members to look at the Treasurer's Report each month. Hertel reported the audit is completed in April, and our auditor suggests \$5 Million in reserves in the General Revenue Fund, but we won't be able to attain that goal. Deabenderfer asked which departments bring in more revenues than they spend and Hertel replied the County Clerk, Circuit Clerk, State's Attorney and Sheriff's Department are the main offices that provide revenue. Deabenderfer asked about Animal Control and Hertel replied Animal Control spends \$30,000 more than what they take in. Hertel also stated that Recycling can spend \$150,000 to \$250,000 more than what they take in because the price of commodities they are selling is down. Last year recycling had over \$100,000 deficit (which overall was a proposed budgeted difference of income minus expenses of approximately \$50,000). Miles stated he thought Recycling was almost self-sufficient, but Hertel replied it depends on what they sell and on the prices at the time of sale. Hertel stated that Recycling Coordinator Lutz reported yesterday that prices are down. Bathurst wanted to inform new Board members that our auditors tell us each year not to use coal revenue for daily operations since we never know when they will stop producing and selling coal. Gasparich stated he doesn't run the departments, but is in charge of the Finance Committee as a fiscal watchdog. It's impossible for his committee to decide on how much money is to be spent unless offices cooperate with us and we work together on these issues. He reported that 87% - 90% of expenses are personnel costs, but his committee is asking what else there is to cut. Bathurst asked if the newspapers can publish monthly bullet point information on finances and trends as it needs to get out to the public because the public continues to ask what we are doing with the coal funds. Graden agreed with Bathurst.

5. **Copy Machine Survey -Update:** Gasparich reported that information was collected from each office through a copy machine survey recently distributed and the committee reviewed the reports. Copies are expensive and the committee wants see if we can make it more streamlined. The committee wants to know if the offices are getting their money's worth for the copies they are making. Gasparich stated the committee is also looking at other expenses we have. Member Beeler teaches a Master's level economic class, and her class may take the information and analyze it as part of their course requirements. A representative from Tom Day Business Machines will be invited to the next Finance Committee meeting to discuss the copy machine maintenance contracts.

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

1. **Elections -Update:** Beck reported County Clerk Leitheiser stated local clerks have certified the ballots for the April 2013 Consolidated Election, and ballots are being proofed and asked Leitheiser to speak to members with more information. Leitheiser reported the Governor's State of the State address endorsed exploring online voter registration and stated if this requirement becomes law we will implement it, but she is concerned with the potential of voter fraud, since taking the "human" element out of the registration process may lead to improper activities. Leitheiser also stated she reviewed correspondence from Democratic Central Comm. Chairman Steve White with the committee regarding keeping current precinct structure and Election Judge selection procedures, and at Chairman Beck's request an addendum to his letter was provided which approved the current "attrition" method of selecting Election Judges. Leitheiser expects to use 5 Election Judges per polling place in the April 9th, 2013 Election, but to save funds we could possible use 3 Election Judges per polling place through this "attrition" method which allow to not replace an Election Judge who can not serve when it is feasible.

Leitheiser said that in using this method, the goal is to be frugal, but fully staffed. She also reviewed recent correspondence from the Illinois State Board of Elections stating that due to budget constraints the County will only receive 66% of the Election Judge reimbursement from the November 2012 Election and to expect no reimbursement for the upcoming April, 2013 Election. At \$45 State Reimbursement for each Election judge salary, we would have been reimbursed \$6,615 for November, but now reimbursement will be \$4,365.90 with a reduction of \$2,249.10. For the April 2013 election, we will be \$5,850 unfunded by the State. Leitheiser reported Judges receive training before each election and earn \$135 per day of service and asked the Board not to lower their salary amount, which they definitely earn. Hertel stated the Board may decide to make adjustments for the 2014 and 2015 elections and will look at our financial status at that point. Leitheiser stated she hopes that decision will be made with the consent of both Party Chairmen and County Central Committees.

2. Recycling Program and Events:

- **Electronics Contract Renewal with Com2 Technologies -Approval:** Beck reported the committee reviewed the renewal of the Electronics Recycling Contract with Com2 Technologies, with Com2 now paying us \$.02 per pound for any electronics we collect for them. **Motion by Hampton+Knodle, second by Graden to Approve the Electronics Contract Renewal with Com2 Technologies for \$.02 per pound. All in favor, motion carried. (For copy of contract, see Resolution Book 13, pages 4-6).**
- **Next Electronics Drive -Update:** Beck reported the next spring Electronics Recycling Drives are Thursday, April 18th from 12 p.m. - 5 p.m. and Friday, April 19th from 8 a.m. - 3 p.m.
- **Prison Trailer -Update:** Beck reported the two recycling trailers at Graham Correctional Center were broken and prisoners in the carpentry program repaired them for the cost of the wood. The Recycling Center picks up cardboard there 2 – 3 times per week.
- **Revenue -Update:** Beck reported Lutz is looking for additional revenue by getting costs on an on-sight paper shredder and has recently found a company that will be paying double what we are currently getting for our plastics. Beck also informed members about a company that takes 8 plastic bottles and makes blue jeans, which would require sorting plastics but offer additional revenue.

3. EPA Report -Update: Beck reported Gonet is working on the 5 Year Solid Waste Recycling Act Plan Resolution and is getting information from Recycling Coordinator Lutz on recycling numbers and statistics. The Committee discussed the possibility of Gonet enforcing nuisance violations in the smaller towns by entering in an Intergovernmental Agreement that would give him the authority to do so. Beck stated he may be able to help small towns this way, but we don't know if he has the time since he has to fulfill his State contract.

4. Animal Control Facility and Program:

- **Roaming Cat Room -Update:** Beck reported donations are up to \$1,900 for the free-roaming cat room. Assistant State's Attorney Betsy Wilson is checking to see if volunteer labor supplied at this addition would be covered on County Insurance. Graden stated the room is under the roof already; and only a wall and door are needed. Building & Grounds Chairman Bob Sneed has also looked at the building.
- **Increase Fee for Rabies Tags –Approval to Table Issue till Next Month:** Beck reported that Richardson stated that she could raise revenue in the budget by raising the fees for rabies tags. They are currently \$5 for altered animals and \$15 for animals that are not spayed or neutered. There are about 4,600 tags sold each year. **A motion was made by Beck and a second by Webb to Raise the Rabies Tag Fee from \$5.00 to \$10.00 for a Sterile Pet and from \$15.00 to \$20.00 Fee for Pets that are Not Spayed or Neutered Beginning January 1st, 2014.** Bathurst asked if the committee asked

other counties what they charge for Rabies Tag fees and Board Administrator Daniels reported that Macoupin and Logan Counties charge \$10 for altered and \$25 for intact animals. Sangamon is \$9 and \$35; Bond County charges \$2, but doesn't have overhead with the human society there; Fayette County doesn't charge anything and contracts with a Veterinary; Christian County is \$5 for 1 year and \$10 for 3 year sterile animal with no additional fee for intact. Sneed asked if all counties have Animal Control facilities and Daniels said they did not, and he said if other counties don't have Animal Control facilities, that may be the reason why there are little or no fees for rabies tags there. Plunkett stated he would like a month to think about this as the fee would be doubling if this increase is approved. Moore asked about the percentage of animals not tagged and wondered if raising fees would drive away public participation. Bathurst would not like to see the fee raised for altered animals. Hampton+Knodle asked how many multiple pet owners exist in Montgomery County as most people have more than one pet. Beeler would also like to see those totals. Administrator Daniels was asked when fees increased in the past and by how much and she replied that in 2005, fees went from \$2 to \$5 and the State passed a law that required pet owners with an intact animal pay an additional \$10 that will be put in a Pet Population Control Fund. Daniels stated eligibility criteria has to be met for citizens to use funds from the Pet Population Control Fund, which now helps citizens pay for spay and neuter requirements through a voucher system. Deabenderfer asked if Veterinarians have a rabies tag fees and Daniels replied the rabies tags and certificates are issued by the County and given to the Veterinarians, and then there is a charge from the Veterinarians for the Rabies Vaccination service and the County tags are an additional cost to the pet owners. Beeler asked if rabies tag purchases decreased after the Board increased the fees in 2005. Daniels responded that they did decrease somewhat. Hampton+Knodle asked if members could receive more information before the next Board meeting and Daniels responded that she will compile the information for their review at next month's meeting. **Motion by Plunkett, second by Bathurst to Table Increasing Rabies Tags Fees until more information is received Next Month. All in favor, motion carried.**

- **Volunteers -Update:** Beck reported that she had implemented an age limit of 18 to be able to volunteer at the facility due to an incident at the facility. Minor volunteers will still be allowed to work with the cats at this time. The committee is looking at rules and procedures and a meeting is scheduled with PAWS Care to discuss their role at the facility. Beck stated Animal Control is a huge liability and we need rules in place including the creation of a policy manual for employees and volunteers to follow.
- **Facebook -Update:** Beck reported that the committee discussed some problems with the Animal Control Facebook page. The committee told Warden Richardson that all comments and responses need to be blocked on the County Animal Control Facebook page because of some negative comments. Beck reported PAWS CARE uses Facebook and has had success with animals on Pet Finder.

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

1. **Road & Bridge Fuel & Rock Lettings -Approval:** Miles reported the Fuel and Rock Lettings were held on the same day to save money. One fuel bid was received and awarded as follows:

M & M Service Company – Fixed Bids Effective February 1, 2013

Gasoline	\$3.291/Gallon With Taxes
Diesel Fuel	\$3.776/Gallon With Taxes

Motion by Miles, second by Branum to Approve the Fixed Fuel Prices Bid from M & M Service Company of \$3.291/Gallon for Gasoline and \$3.776/Gallon for Diesel Effective February 1st, 2013 and valid for one year. All in favor, motion carried.

2. Low Bid Approvals for Rock Letting:

- 2013 Various Road Districts MFT Rock for Section 13-XX000-00-GM
- 2013 County MFT Rock for Section 13-00000-00-GM

Motion by Miles, second by Kuchar to Approve Low Bid Figures for the above listed Road Districts and the County that were Submitted in the Rock Letting Minutes held on January 23rd, 2013. All in favor, motion carried.

- 2. Raymond Road District Letting Date -Update:** Miles reported Raymond Road District Letting will be changed from February 27th to have the letting at the regular Road & Bridge Meeting on Wednesday, March 6th, 2013 at 8:30 a.m. Engineer Smith will work the letting dates into Regular Committee meeting dates when possible.
- 3. Red Ball Trail -Update:** Miles reported the Red Ball Trail road condition is not good and we don't have a solution yet to make it better. Future options will be discussed with the State's Attorney's Office.
- 4. Mt. Olive Trail Project -Update:** Miles reported the County is not planning on proceeding with the Mt. Olive Trail Project. Engineer Smith explained that 10 years ago and two County Engineers ago, the County received \$57,000 in Federal funds to do the design work. The time is running out to do this project and the money would need to be paid back to this special fund. Smith reported we won't lose money; it will be redistributed for other uses.
- 5. 911 Signs -Update:** Miles reported the 911 Board no longer has funds to purchase 911 signs. The committee discussed and approved that the material cost of the signs will come out of the General Fund and the Highway Department will do the labor to install.

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

- 1. Report of the Rules Committee -Update:** Bathurst explained the changes to the Rules of Order, which include the following: 1) A Public Comment section is added. The public is welcome to pick up a Public Comment Card before or during the meeting for anyone to make a comment. 2) New Rule #35 includes civil action and a fine if members do not attend a Full Board meeting three times consecutively. Deabenderfer stated it would be hard to define "just cause" in order to fine someone, and he is bothered with how this can be done legally. Bathurst stated this would be voted on by the Board. Moore asked if this is a judicial issue and Hertel replied it will be deferred to the State's Attorney. Assistant State's Attorney Wilson explained the Board will discuss whether to take civil action and if so, the State's Attorney would file a claim, but the ultimate arbitrator is the judge. Wilson stated "just cause" doesn't have to be in the Rules of Order; it is the County's interpretation. Graden asked if there has been a problem with members not attending, and Hertel replied affirmatively that there has been an issue in the past. Miles asked if there was a need for this now and Bathurst replied there were constituents who were not being represented due to the absence of an Elected County Board member. Hertel reported that legislature did enact this for Board members who willfully do not report to meetings. Savage reported that he ran for County Board office because constituents were not being represented in his district and won, so he believes the system already works. Moore questioned whether the Board's vote would have to be unanimous and Hertel replied the committee would decide this at the next Rules Committee meeting. 3) Bathurst explained New Rule #36, which was suggested by Mike Webb and deals with teleconferencing at committee meetings. This would allow Board members to participate in committee meetings if they are not able to be physically present, but they would not receive

a per diem, and a quorum must be made first. Plunkett stated we don't want to encourage members to phone in to committee meetings, and this should only be used when necessary. Martin asked by what means would this teleconferencing take place and Bathurst replied it would be done by cell phone. 4) In Rule #20 the word "Chairman" is changed to "Chairman of the Board." 5) In Rule #27, the Board cannot act on public comments just brought up. 6) In Rule #28, the 15 minute time frame for a spokesperson to address the Board has been changed to 5 minutes. Graden asked if the Chairman can allow more than 5 minutes, and Chairman Hertel responded affirmatively. Beeler asked if #28 applied to Full Board meetings and Hertel said yes it does. She also asked how the public can comment at Committee meetings and was informed by Bathurst that Committee meetings are open meetings so the public only needs to raise their hand to be able to address the Committee.

2. **Circuit Clerk's Union Local #148 -Update:** Bathurst reported the committee will meet at 4:30 p.m. and then with the Union at 5:00 p.m. on Thursday, March 7th in the County Board Room.
3. **Highway Dept. Union Local #1084 -Update:** Bathurst reported the committee will meet at 5:00 p.m. and then with the Union at 5:30 p.m. on Monday, February 25th in the County Board Room.
4. **Job Salary Survey -Update:** Bathurst reported Ron Duncan is reconfiguring the Job Salary Report at the committee's request. The finished product will be presented at the next Full Board in March.

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

ANNOUNCEMENTS: Chairman Hertel announced that members can pick up County Board photographs many members recently ordered.

SCHEDULE CHANGES: Chairman Hertel announced the following changes or reminders:

- Raymond Road District Letting has been changed to the Next Regular Road & Bridge Committee Meeting on Wednesday, March 6th, 2013.
- Special Personnel Committee meeting with Highway Dept. Union Local #1084 will be held at 5:00 p.m. and then with the Union at 5:30 p.m. on Monday, February 25th in the County Board Room.
- Building & Grounds Committee meets again at 1:00 p.m. in March through May.
- Thursday, March 7th is the next Special Personnel Committee meeting with the Circuit Clerk's Union Local #148. Committee will meet at 4:30 p.m. and meet with the Union at 5:00 p.m.

APPOINTMENTS:

1. Motion by Beck, second by Ronen to Appoint Bill Kinney to the Litchfield Airport Authority Board to serve Gene Mitchell's remaining term through June 30th, 2013. All in favor, motion carried.

PUBLIC COMMENTS: Chairman Hertel gave permission for Bill Schroeder of Hillsboro (who filled out a public comment card) to speak to the Full Board. He spoke on the topic of County Priorities to share with the General Assembly. He asked the Board to keep in mind the issue of a severance tax on coal and perhaps other natural resources such as oil and gas. In particular with respect to coal, Schroeder discussed the possibility of a proportional share of the proceeds of a severance tax to come back to the specific counties from where the coal was mined as a result of legislation. Hampton+Knodle stated the Economic Development Committee is discussing this issue and she will contact him with information.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Plunkett, second by Deabenderfer 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 Bishop, second by Miles 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, March 12th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Gasparich, second by Webb to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 11:45 a.m.

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