

Montgomery County Board

HWE Committee Meeting Minutes

Date: Thursday, November 7th, 2013

Time: 8:30 AM – County Board Room

Members Present: Chairman Connie Beck, Mike Webb, Richard Wendel, and Board Chairman Roy Hertel

Members Absent: Earlene Robinson and Chuck Graden

Others Present: Treasurer Ron Jenkins, Assistant States Attorney Betsy Wilson, Tom Franzen and Jeff Weis

The committee met today to discuss the following:

1. **Update/Approval Elections:** There was no report for this month. At the end of the Committee Meeting, HWE Committee Chairman Connie Beck called County Clerk Sandy Leitheiser to come up to the meeting so she could congratulate her on being named “Illinois County Clerk/Recorder of the Year” for Zone II which represents 25 Counties.
2. **Update/Approval Workers Compensation Insurance-IPRF:** Jeff Weis our Insurance agent with Illinois Public Risk Fund addressed the committee with information regarding our Workers Compensation Insurance renewal. Weis reported that there were only a couple of medical claims this past year. Last year our premium was \$84,791. We also received a \$2,400 safety grant to help towards the purchase of Tasers for the Sheriff’s Department. We will be eligible for a safety grant of \$3,542 this year with a matching grant that could apply to a specific list of safety items. Chairman Hertel stated that we have a new Wellness Committee to help address things that could happen to cause injuries that could result in a Workers Compensation claim. Hertel asked if they have training for specific groups that would help us be proactive to address problems that could cause an injury at work. Weis replied that IPRF does have some services to help with this issue. Hertel asked how often someone from the loss control group will visit with our departments that have more risk of injuries to remind them of safety issues. Weis replied that they may come one to two times per year. Weis also stated that IPRF has criteria about covering volunteers. Mr. Weis stated that he liked the idea of collecting insurance certificates from all our vendors to make sure their employees are covered.
3. **Update/Approval Property Casualty Insurance-ICRMT:** Tom Franzen with ICRMT addressed the Committee regarding the insurance on County Property. The 2013 premium was \$214,323. The renewal is \$220,591 which is about a 2.5% increase. There is currently a \$5,000 per occurrence deductible on County Buildings. The deductible on Auto is \$1,000 and Mr. Franzen recommended not increasing that deductible to \$2,500 due to the frequency of deer strikes. You always want to manage risk. Chairman Hertel asked about additional attorney fees for a large claim. Franzen stated that additional defense legal fees are covered inside the limits. Franzen stated that we should have Insurance Certificates for all vendors that do work for the County. The Committee had a lengthy discussion on the need to implement a system to obtain Insurance Certificates for vendors that do work for the County to make sure they have proper insurance coverage for their work and their employees. Franzen also suggested that the County consider Cyber Liability which will be a separate policy that can be approved at a later time. The Committee discussed the deductibles that were recommended by Tom Franzen.
Motion by Mike Webb and second by Richard Wendel to accept the insurance proposal that will increase the excess liability from \$5,000,000 to \$7,000,000 and to go with the recommended deductibles as suggested by Mr. Franzen. All in favor, motion carried.
4. **Update/Approval Recycling Program and Events:** Dawn Lutz will report in December. Connie Beck reported that the last Electronics Drive was the biggest drive to date. There were 102,130 pounds of electronics kept out of the landfill. This was our seventh drive in four years and results in shipping

out a total of 594,019 pounds of electronics. The success of this drive can be attributed to the Grant that we were awarded by IEPA that allowed us to distribute over 18,000 fliers throughout all newspapers and schools in the County. Lutz has submitted another Grant to IEPA for the 2014 Grant cycle for electronics recycling education and will be submitting ½ page ads in the newspapers, fliers to all schools and forty 30 second promotions on WSMI.

5. **Update/Approval EPA Report:** Bill Gonet will report in December.
6. **Update/Approval Animal Control Facility and Program:** Nancy Richardson reported.
 - Animal Control Intake Summary was submitted.
 - Update on Revenues & Expenses was given.
 - Receivables: Municipality billing will go out.
 - Rabies Clinic was held on November 2nd. There were 101 rabies shots given and 37 were for low income families with pets.
 - New part time person had to resign due to family issues and Andrew Millburg was hired for part time.
 - There have been 21 pets spayed and neutered for low income pet owners where the funds come from the Pet Population Control Fund.
 - Committee discussed using the current animal control van for transporting animals once the new truck is received. Both vehicles would get fuel at the highway department. The use of volunteers using their own vehicles for transport should stop.
 - Volunteer hours are over 1,700 so far this year. Richardson stated that there are volunteers willing to put animals in the newspapers, train transport drivers and posting the animals on social media.
7. **Update/Approval Animal Control Vehicle Bids:** Two bids were received. Wright Automotive submitted a bid for \$24,075. The second bid was from Barker Automotive in the amount of \$29,300. Richardson stated that we still need to order a camper top and a hydraulic lift for the tail gate. **Motion by Mike Webb and second by Richard Wendel to purchase the vehicle from Wright Automotive for \$24,075 pending the review and acceptance of the bid specs. All in favor, motion carried.**
8. **Update/Approval HWE Committee Priority List:** The committee reviewed the priority lists that were given by recycling, EPA, and animal control.
9. **Update/Approval 2014 HWE Committee Meeting Dates & Time:** Committee reviewed their list for the 2014 meeting dates. **Motion by Richard Wendel and second by Mike Webb to approve the meeting dates and times for 2014 as presented. All in favor, motion carried.**
10. **Update/Approval Other Business:** None at this time.
11. **Update/Approval Executive Session to Discuss Property:** Motion by Mike Webb and second by Richard Wendel to enter into Executive Session. All in favor, motion carried. The Committee discussed gathering additional information so no action was taken.

Motion by Webb and second by Wendel to come out of executive session. All in favor, motion carried.
Time: 10:27 am.

Motion by Mike Webb, second by Richard Wendel to pay the Bills. All in favor, motion carried.

Motion by Richard Wendel, second by Mike Webb to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 10:43 a.m.

Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

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