

Montgomery County Board HWE Committee Meeting Minutes

Date: Thursday, February 7th, 2013

Time: 8:30 AM – County Board Room

Members Present: Chairman Connie Beck, Chuck Graden, Earlene Robinson, Mike Webb, Richard Wendel, and Board Chairman Roy Hertel

Others Present: Sandy Leitheiser, Dawn Lutz, Bill Gonet, Nancy Richardson, Betsy Wilson

The committee met today to discuss the following:

1. **Update/Approval Elections:** County Clerk Leitheiser reported local clerks have certified the ballots for the April Consolidated Election, and ballots are being proofed. Election Judge training will be held on March 14th, 2013. The Governor's State of the State address endorsed online voter registration, and Leitheiser voiced her concerns with voter fraud. She reviewed correspondence from Democratic Central Comm. Chairman Steve White with the committee regarding precinct structure and the Election Judge selection process. She also reviewed 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 no reimbursement for the upcoming April, 2013 Election.
2. **Update/Approval Recycling Program and Events:** Dawn Lutz gave her report.
 - **Approval Electronics Contract Renewal with Com2 Technologies:** Lutz reported the need to renew the Electronics Recycling Contract with Com2 Technologies. The only thing that has changed is the date of the next renewal period. Lutz reported the background on our Electronics Drives. As the Electronic Laws changed and certain materials were banned from being dumped in the landfill, Com2 decided that they could pay us 2 cents per pound for any electronics we collect for them.
 - **Next Electronics Drive:** We will be looking towards having our Spring Electronics Recycling Drives on Thursday, April 18th from 12 PM - 5 PM and Friday, April 19th from 8 AM - 3 PM. Have not had a huge problem of dumping electronics.
 - **Prison Trailer:** Lutz reported Montgomery County Recycling has a couple of pull behind trailers that we set out at the prison with cardboard and is picked up 2 to 3 times a week. One of the trailers was made of wood and was not repairable. All of the wood needed to be replaced. Lutz spoke with the prison and for the cost of the materials their carpentry department rebuilt the trailer. The trailer is in great working condition now.
 - **Advertising in Directories:** Lutz reported there is \$500 in the budget for publishing and printing. We currently advertise in the fall and spring issues of Montgomery County Guide book.
 - **Revenue:** Lutz reported that she attended a meeting on Monday with all Department Heads and Office Holders at the Finance Committee to discuss what can everyone do in their departments to cut expenses and or raise revenues. Recycling has the opportunity to make more money. Lutz is looking at the cost of an on-sight paper shredder and has recently found a company that will be paying double what we are currently getting for our plastics. Lutz is also looking into the possibilities of adding a Transfer Station for Recycling.
 - **Smoke Alarms:** Committee learned there was no fire or smoke alarms at the Hillsboro and Litchfield Recycling facilities.
3. **Update/Approval EPA Report:** Bill Gonet reported he will be gone March 7th for Training in Springfield. Gonet is working on the 5 Year Solid Waste Recycling Act Plan Resolution and is getting information from Dawn Lutz on recycling numbers and statistics. Gonet should have information ready by next month. Chairman Hertel asked if the County could contract with a community to enforce their Ordinances. Assistant State's Attorney Betsy Wilson stated that an Intergovernmental Agreement and/or a contract could be made with the community. Hertel is looking at the point of view for helping communities clean up and get some revenue. An Intergovernmental Agreement would give Bill Gonet the authority to enforce the nuisance violation in small communities. Gonet stated that he first has an obligation to meet the contract with the State to do their inspection work and wouldn't have time to run all over in the towns. After further discussion, committee member and Gonet thought this would be a good option to look at.

4. Update/Approval Animal Control Facility and Program: Nancy Richardson gave her report.

- **Animal Control Intake Summary:** There were a total of 31 animals brought to the facility.
- **Update on Revenues & Expenses:** City of Witt will reimburse for the dog trap for \$141.
- **Free-Roaming Cat Room:** Donations are up to \$1,900 for the cat room. Committee reviewed a drawing to build a small wall in the main office area and add a door to make the free roaming cat room. Looking at a cost of about \$3,000 if we can do the work with volunteer labor. Assistant State's Attorney Betsy Wilson is concerned if volunteer labor will be covered by our insurance and is checking with Treasure Jenkins and our Insurance Company. Richardson stated that the room will fit 3-5 healthy cats that would get along with each other. **Motion by Richard Wendel, second by Earlene Robinson to Proceed with Getting Prices for the Free- Roaming Cat Room. All in favor, motion carried.** Richardson said Mr. Sneed had a good idea to keep the room under the roof.
- Richardson stated that she was on WSMI a couple of weeks ago to talk about the facility and volunteers. Committee Chairman Connie Beck stated that she had a concern that no one knew about Richardson going on the radio and told her to ask for permission in the future before going to the public.
- **Fire Alarm System:** Bid received from Wareham's smoke and heat detectors tied in to their panic system to notify emergency services of any fire. Chairman Hertel stated Richardson should get with Bill Purcell to look at specs and get it to two local businesses to bid out. The information will be brought back to the committee next month.
- **Increase Fee for Rabies Tags:** 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 intact animals that are not spayed or neutered. Richardson checked with some other counties and found that Macoupin and Logan Counties charge \$10 for altered and \$25 for intact animals. Sangamon is \$9 and \$35. Bond County charges \$2 and Fayette County doesn't charge anything. Christian is \$5 for 1 year and \$10 for 3 year sterile animal with no additional fee for intact. Richardson stated that there are about 4,600 tags sold each year and if the County would raise the fee by \$3.00 to \$5.00 each, it would offset the deficit in her budget. **Motion by Chuck Graden, second by Mike 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. All in favor, motion carried.** The fee increases would take place on January 1st, 2014.
- **Volunteers:** Chairman Connie Beck stated that she had implemented an age limit of 18 to be able to volunteer at the facility due to minor that was bit at the facility. Beck also stated that the whole form will be revamped and once more information is researched and reviewed, the committee will then make a recommendation on age limit for volunteers at the facility. Minor volunteers will still be allowed to work with the cats. Richardson stated that the dog got kicked at, but because it happened on our property and she wanted volunteers to feel like they matter, she did euthanize the dog. Chairman Hertel asked if there is book of policies. Connie Beck stated that policies are being worked on as we need to cover ourselves for liability.
- **Facebook:** Chairman Hertel stated that the Health Department has recently adopted a Social Media and Internet Policy for Employees. Assistant States Attorney Betsy Wilson has reviewed the original from Julie Bruch and will look at the policy that the Health Department just implemented. The Personnel Committee is going to review the Social Media and Internet Policy at their next meeting. There has been some negative feedback to postings regarding the Animal Control Program. The committee discussed and approved blocking the responses on the County Animal Control Facebook page. Hertel stated that he doesn't want the issues of people responding to the Postings so all responses should be blocked. The County Animal Control Facebook page will only be used for informational purposes, like posting animals available for adoption or lost animals and educational information about animal control. Hertel cautions people to be careful of what gets on the County computer.

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

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

Meeting adjourned at 10:35 a.m.

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