

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Monday, March 25th, 2013

Time: 6:00 PM – Historic Courthouse Conference Room

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

Members Absent: HWE Chairman **Connie Beck**

Others Present: Sandy Leitheiser

The committee met today to discuss the following:

Coordinating: Roy Hertel, Board Chairman

1. Roy Hertel reported that the County Buildings were closed due to the 16+ inches of snow overnight.
2. **Update/Approval CEFS Central Illinois Public Transit Monthly Progress Report:** Send earlier
3. **Update/Approval ICRMT 2013 Seminars:**

Building & Grounds: Bob Sneed, Chairman ***Meeting at 1:00 p.m.**

1. **Update/Approval Maintenance Issues and Report:** Annex Building roof and capping fixed.
2. **Update/Approval Historic Courthouse Elevator:** Third party annual inspection will be held April 11th.
3. **Update/Approval HVAC at Courts Complex:** Committee looking for grants.
4. **Update/Approval Fire Alarms and Panic Systems:** Committee will review bids.
5. **Update/Approval Building Safety Issues:** Historic Courthouse locks will be changed.
6. **Update/Approval B&G Committee Time Change for February, March, April and May to 1:00 p.m.:**
Need Full Board Approval
7. **Update/Approval Vendor list:** snow removal will be added to the vendor list.
8. **Update/Approval Routine Maintenance Calendar:** Work on a routine maintenance calendar. Lloyd is meeting with the Sheriff Department each morning.

Economic Development: Heather Hampton+Knodle, Chairman

1. **Update/Approval Arches Trail:** Mark Joy will be here to speak with the committee.
2. **Update/Approval Enterprise Zone Conference:** April 24 - 26
3. **Update/Approval County Website:** Ongoing revisions will be discussed.
 - **Assess Input from County Website Survey to Determine Next Steps:**
4. **Update/Approval MCEDC:**
 - **Annual Meeting at Church St. Pub:** Tuesday, March 26th - 6:00 p.m. networking – 6:30 p.m. dinner rsvp - \$15, Coordinating Committee invited – not paid per diem or mileage
 - **Update of Annual Meeting Logistics, 2013 Priorities Document:** Heather will report.
 - **Appointment of David Ronen to the MCEDC Revolving Loan Fund Board:** Open
 - **Next Regular MCEDC meeting date:** Tuesday, April 2nd at 4:15 p.m.
5. **Update/Approval Coal Severance Tax:** Topic was discussed at the Planning Commission meeting.
6. **Update/Approval Revolving Loan Fund Report:** Board approved additional funding in 2011.
7. **Update/Approval County Employee Survey to ask How to Cut Expenses or Increase Revenues:**
8. **Update/Approval Planning Commission Update:** Committee will discuss.
9. **Update/Approval Shop Local Resolutions Report:** Committee will discuss.
10. **Update/Approval State Legislative Priorities Report:** Committee will discuss.
11. **Update/Approval Fayco:** Wants to work with local entities. Committee will discuss.
12. **Update/Approval Economic Development Committee Time Change to 7:00 p.m.:** Need Committee and Full Board Approval
13. **May Agenda Items:** Committee will discuss.

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

1. **Update/Approval of the Ambulance Call Report for February & March 2013:** Committee will discuss.

2. **Update/Approval of E.M.A./Ambulance Report:** Committee will discuss.
3. **Update/Approval Security Meeting at Courts Complex:** Committee will discuss.
4. **Update/Approval 5 Area Ambulance Service Agreements:** Director Holmes is gathering.
5. **Update/Approval Training by Gasparich for Emergency Services:** Gasparich will have classes one hour before May meeting.
6. **Update/Approval Emergency Policy:** Undersheriff Robins will work on emergency policy for what, when and where. Need to come up with a policy.

Finance: Joe Gasparich, Chairman

1. **Update/Approval SOA Report:** Ray Durston will give his report.
2. **Update/Approval GIS Report:** Mary Purcell will give her report. Committee will discuss funding for a new flyover.
3. **Update/Approval Copy Machine Survey:** Megan has data from her class to share with Finance.
4. **Update/Approval Resolution for Raymond-Harvel Area Ambulance Service Tax Levy Increase:** Full Board will approve Public Hearing. Leitheiser send postcards.
5. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:**
6. **Update/Approval Discussion of Auditing Services:** Committee will discuss.
7. **Update/Approval Resolution to Convey Deed – Pitman Township Parcel #03-28-202-003:** Invite County Trustee to May Finance Committee.
8. **Update/Approval Finance Committee Time Change to 8:00 a.m.:** Need Full Board Approval. Next Finance Committee will meet April 8th.

HWE: Connie Beck, Chairman

1. **Update/Approval Elections:**
2. **Update/Approval Recycling Program and Events:**
 - **Electronics Drive:** Thursday, April 18th at 12 p.m. - 5 p.m. and Friday, April 19th at 8 a.m. - 3 p.m.
3. **Update/Approval EPA Report:** Gonet will give his report.
4. **Update/Approval Animal Control Facility and Program:**
 - **Free Roaming cat room:** Betsy Wilson is checking on volunteer labor.
 - **Pet Population Control Fund:** Will meet with Richardson and Wilson. Issue with PAWS paying for spay and neuters.
 - **Other sources of Revenue:** Breeder License, No warnings for Rabies, Abuse & Neglect etc.
 - **Volunteer Release Form Revisions:** 18 year age limit for volunteers to work with dogs.

Personnel: Mary Bathurst, Chairman

1. **Update/Approval Change Time of Regular Personnel Committee:** Next meeting is March 28th at 4:30 p.m. Talk about permanent time change and will need Full Board approval.
2. **Update/Approval Circuit Clerk's Union Local #148:** Tuesday, April 2th, 2013 at 5:30 p.m. with committee and then with the Union at 6:00 p.m. in the County Board Room.
3. **Update/Approval Highway Dept. Union Local #1084:** Thursday will determine next meeting at regular committee.
4. **Update/Approval Internet and Social Media Policy and Guidelines:** Betsy and Bill Purcell working on.
5. **Update/Approval Drug Test Policy:** Have testing here or in Greenville with Greenville employees coming here.
6. **Update/Approval Quarterly Time-off Reports:** Collecting all the department reports for committee.
7. **Update/Approval Job Salary Survey:** Mary Bathurst make an effort to talk about Job Salary Survey for meeting on Thursday night.

Road & Bridge: Gene Miles, Chairman

1. **Update/Approval 2013 MFT Oil Letting:** April 3rd at Road & Bridge Committee meeting and awarded at the April 16th Full Board meeting.
2. **Update/Approval Culvert Letting:** May 8th at Road & Bridge Committee meeting.
3. **Snow Plowing:** Sunday night, Monday all day and some Monday evening hours.

4. All County trucks were stuck sometime during the snow storm. Highway Department will plow Black Diamond and Mine Avenue again tonight.

Motion by Bob Sneed, second by Gene Miles to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 7:28 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.