

# Montgomery County Board

## Coordinating Committee Meeting Minutes

**Date:** Tuesday, August 27<sup>th</sup>, 2013

**Time:** 6:00 PM – Historic Courthouse Conference Room

**Members Present:** County Board Chairman **Roy Hertel**, Vice Chairman/ Personnel Chairman **Mary Bathurst**, HWE Chairman **Connie Beck**, 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**

**Others Present:** Bill Schroeder and Sandy Leitheiser

The committee met today to discuss the following:

**Coordinating:** Roy Hertel, Board Chairman

1. **Update/Approval CEFS Central Illinois Public Transit Progress Reports:** Reports will be distributed to board members.
2. **Update/Approval Drainage District #1 of Harvel –Appointments & Resolution:** Christopher Zimmerman, Richard Thomas Uhrig, and Richard Lyons- 1 year term.
3. **Update/Approval of Priority Lists:** Hertel stated that he wants all the committees to share their priority lists so that everyone will know what the committees will be working on.

**Building & Grounds:** Bob Sneed, Chairman \*1:00 p.m. through December

1. **Update/Approval County Farm:** Jason Anderson will come to the committee to discuss his three year lease for County Farm. The three year lease expires in November 2013. Daniels will contact Bob Lentz at the farm bureau to check on the going rates for farm leases in that area.
2. **Update/Approval Communication Tower Antenna at Cress Hill:** Sheriff's department will report.
3. **Update/Approval HVAC at Courts Complex:** Hurst-Rosche will start the bid process.
4. **Update/Approval Maintenance Issues and Report:** Committee will review Lloyd Meyer's report.
5. **Update/Approval Remodel Basement Office for Early Voting:** Old walls in the room have been demolished. Waiting on Tim Lipe to construct the new walls.
6. **Update/Approval Security Improvements at Courts Complex:** Sheriff's Department will report.
7. **Update/Approval Annex Building:** Committee will discuss.
8. **Update/Approval Building & Grounds Committee Priority List:** Committee will discuss.
9. **Update/Approval Other Business:** none at this time.

**Economic Development:** Heather Hampton+Knodle, Chairman

1. **Update/Approval MCEDC:** Next meeting is Thursday, September 12<sup>th</sup> at 4:00 p.m. Lindsay Wagahoff is on board and has had some meetings with municipalities and some business retention meetings. Nancy Slepicka is moving to San Francisco and there will be a reception at Hillsboro Hospital on September 9<sup>th</sup> at 7:00 pm. MCEDC will need to decide how proceed with grant writing.
2. **Update/Approval Planning Commission Update:** Next meeting is Thursday, September 12<sup>th</sup> at 5:30 p.m. at the Annex Conference room.
3. **Update/Approval Economic Development Committee Priority List:** Committee will discuss. Hampton+Knodle stated that the committee will be looking at things like investing Coal money in long term infrastructure.
4. **Update/Approval Workforce Investment Board Appointee:** Ken Nimmons is stepping down. Howell from a business in Coalton will be appointed.
5. **Update/Approval Revolving Loan Fund Board Nominees:** Will be discussed.
6. **Update/Approval Revolving Loan Fund Reports:** Will be submitted.

7. **Update/Approval Revolving Loan Fund Action:** Waiting on report.
8. **Update/Approval EZ Mayors Meeting:** October 2<sup>nd</sup> at 6:00 p.m.
9. **Update/Approval Montgomery County Summit:** LLCC bi-annual Summit is October 10<sup>th</sup>, 2013.
10. **Update/Approval Other Business:** None at this time.

**E.M.A./Ambulance:** Glenn Savage, Chairman \*Was today Tuesday, August 27<sup>th</sup> at 8:30 a.m.

1. **Update/Approval of the Ambulance Call Report for August 2013:** Committee reviewed.
2. **Update/Approval Collections:** Report was submitted.
3. **Update/Approval 5 Area Ambulance Budgets:** The committee approved the budgets earlier today.
4. **Update/Approval Regional Meeting August 15<sup>th</sup>, 2013:** Holmes will attend.
5. **Update/Approval IEMA Conference September 3<sup>rd</sup> – 6<sup>th</sup>, 2013:** Holmes will attend.
6. **Update/Approval Hazardous Mitigation Planning:** Meeting is Tuesday, October 1<sup>st</sup> at 7:00 p.m.
7. **Update/Approval Emergency Notification System:** Crime Stoppers will pay for the first year for the Code Red Notification system. Litchfield has their own system and will not participate at this time.
8. **Update/Approval EMA/Ambulance Committee Priority List:** Committee will discuss.
9. **Update/Approval Other Business:** Coal Mine Impoundment Public Hearing was discussed. Holmes will invite Dean Lee from the Coal Mine to attend an upcoming EMA meeting to give an update on the system in place for any emergencies with the impoundment facility. The plan for impoundment failure is not for public record and the board members would like to know what system is in place. Hampton+Knodle would like to be included in any meetings with the Coal mine.

**Finance:** Joe Gasparich, Chairman \*Changed to Friday, September 6<sup>th</sup> at 8:00 a.m.

1. **Update/Approval SOA Report:** Ray Durston will submit his report.
2. **Update/Approval GIS Report:** Mary Purcell will submit her report.
3. **Update/Approval GIS Work Group Report:** Megan Beeler will report proposals for a new flyover.
4. **Update/Approval Award Bids for Sheriff's Vehicles:** Rick Robbins will present the bids to the finance committee to review and recommend.
5. **Update/Approval Convey Deed of Private Property of Parcel #21-02-108-013 in East Fork Township:** Wessell giving deed to parcel in East Fork Township.
6. **Update/Approval Convey Deed of Private Property of Parcel # 16-01-251-010 in the City of Hillsboro.** Gasparich stated that these parcels need to be checked out thoroughly and that Gonet should check them out for environmental issues before the County accepts the deeds.
7. **Update/Approval Communication Tower Antenna at Cress Hill:** Sheriff's Department will have information for the committee.
8. **Update/Approval Estimate Tax Levy:** Treasurer Jenkins will have information for the committee.
9. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:** Treasurer Jenkins will submit.
10. **Update/Approval FY2014 Budget:** Committee will discuss.
11. **Update/Approval Postal Machines Proposals:** Proposals will be given to the committee to review.
12. **Update/Approval Severance/Buyout Package:** States Attorney and Julie Bruch reviewed the package offer and found a few things that needed to be changed due to the new Health care laws. Whatever is offered has to be offered to everyone. Hampton+Knodle questioned the insurance and the attorneys need to review before anything is given to the employees.
13. **Update/Approval Finance Committee Priority List:** Committee will discuss.
14. **Update/Approval Other Business:** Hertel will ask Judge Long about the \$70,000 from the Court fund for the HVAC system so that it can be put in the FY 2014 budget.

**HWE:** Connie Beck, Chairman

1. **Update/Approval Amend the County Food Ordinance regarding Inspections:** Connie Beck stated that she had a phone call from another board member regarding the letter grading system. They didn't like the "C" grade because it means unsatisfactory. Hampton+Knodle asked about what type of fines the Health Department can impose for food establishments that do not comply in a timely manner. Committee discussed that the system needs to be fair. Hampton+Knodle stated that the businesses need to be informed about the new grading system that will be posted. Hertel stated that he spoke with Hugh Satterlee today to advise business owners of this possible ordinance. The Board may take this issue for a vote in October so that there will be more time to educate business owners. Leitheiser stated that the amended ordinance could be on the county web site and that the Health Department should put out a press release to the media to ask for input from the businesses.
2. **Update/Approval Elections:** County Clerk Leitheiser stated circulation starts September 3<sup>rd</sup>, 2013.
3. **Update/Approval Recycling Program and Events:** Dawn Lutz will report.
4. **Update/Approval Solar Panels at Recycling:** Dave Ronen will present grant info.
5. **Update/Approval EPA Report:** Bill Gonet will report.
6. **Update/Approval Animal Control Facility and Program:** Nancy Richardson will report. Beck stated that we were full of cats and that we couldn't take in new ones.
7. **Update/Approval Barking Dogs:** Beck reported that there was a complaint to Megan Beeler and Mike Webb about neighbor barking dogs in the rural Butler area. There is no County Ordinance that addresses barking dogs in the rural areas of the County.
8. **Update/Approval HWE Committee Priority List:** Beck sent a memo out to the three departments to ask for a priority list.
9. **Update/Approval Other Business:** None at this time.

**Personnel:** Mary Bathurst, Chairman

1. **Update/Approval Open Bids for Sheriff's Office Vehicles:** Bids will be opened at 4:00 pm.
2. **Update/Approval Worker Wellness Program Committee:** Meets at 3:00 p.m. with Consociate Dansig.
3. **Update/Approval Customer Service Training:** Will be held on Tuesday, 10/22/13 in the morning and Wednesday, 10/30/13 in the afternoon. A signup sheet will go to all the offices to have employees sign up for the morning or afternoon session.
4. **Update/Approval SOA / EMA / State's Attorney - Union Local #397:** Mediation date set for Thursday, September 12<sup>th</sup>, 2013 at 4:00 p.m. Committee will need to discuss the counter offer.
5. **Update/Approval Circuit Clerk's - Union Local #148:** Mediation will be on Wednesday, September 11<sup>th</sup> at 4:30 p.m. Committee will pick at time at their meeting this Thursday.
6. **Update/Approval FOP Union Negotiations:** Committee will discuss meeting dates.
7. **Update/Approval Union Negotiations with Recycling Local 773:** Committee will discuss meeting dates.
8. **Update/Approval Personnel Committee Priority List:** Union Negotiations, Personnel Manual.
9. **Update/Approval Other Business:** None at this time.

**Road & Bridge:** Gene Miles, Chairman

1. **Update/Approval Red Ball Trail:** Committee will discuss.
2. **Update/Approval Raymond Township Bridge:** Committee will discuss.
3. **Update/Approval Irving North County Bridge:** Committee will discuss.
4. **Update/Approval Striping of County Roads:** Engineer Smith will have information for the committee to review.
5. **Update/Approval Road & Bridge Committee Priority List:** Committee will discuss.
6. **Update/Approval Open Bids for the two used tractors.** Committee will open.
7. **Update/Approval Road & Bridge Tour:** Committee members will tour County roads and bridges after the September committee meeting. Full Board will tour the Highway Department after the October board meeting.

8. **Update/Approval Other Business:** Think about moving the Highway Department out of the municipality at some point.

Motion by Mary Bathurst, second by Gene Miles to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 7:30 p.m.

The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.