

Montgomery County Board

Minutes

For Tuesday, August 13th, 2013 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, August 13th, 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.

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 given by 2013 Montgomery County Fair Queen Summer Robbins, daughter of Julie & Rick Robbins of Coffeen. Robbins stated she will be attending U of I in Champaign this fall, and invited members to the Montgomery County Fair Board Scholarship Fundraiser for next year's pageant on Wednesday, August 14th at Pizza Man in Litchfield. Chairman Hertel thanked Ms. Robbins for representing the County.

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

Approval of Minutes of Previous County Board Meeting:

Motion by Bathurst, second by Wendel to approve the Minutes of the Previous County Board Meeting held on Tuesday, July 9th, 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** – was submitted.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and notified Board members that the County Board Candidate Packets are now available for those whose seat is up in 2014. The circulation period for the next election starts on September 3rd, 2013.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – was submitted.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – Banee Ulrici was present for questions and informed members upon Chairman Hertel's request of Probation's clean-up program. Public Service Worker Coordinator Rice Philips has crews of 10 to 12 people to clean up after fairs, paint sidewalks, etc. Ulrici encouraged everyone to notify her if they need any community service work for not for profit projects.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – Sally Adams was present for questions.
11. **V.A.C. Report** – Dave Strowmatt was present for questions and informed members that he hired an office clerk last Thursday.

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

LIAISON REPORTS: Not discussed.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT:

COORDINATING COMMITTEE: Given by Chairman Roy Hertel as follows:

1. **CEFS Central Illinois Public Transit Monthly Progress Report -Update:** Chairman Hertel stated that June and July reports were included in Board packets, and Representative Robinson stated that interviews are now underway for a new Transportation Director.
2. **Executive Session to Review Prior Executive Session Minutes -Approval:** Chairman Hertel stated that members will receive a copy of the list at the end of the meeting during Executive Session. Approval at end of meeting.

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

1. **Communication Tower Antenna at Cress Hill -Approval:** Sneed reported that the current tower at the Sheriff's Department is overcrowded with radio and antenna systems so they are looking at utilizing a larger former cable TV tower at Cress Hill which is privately owned and currently not in use. The Sheriff's Department is looking at how they can use the tower and what it would cost to get it operational. Negotiations will take place with the Cervi family to either lease or purchase the property, and if it is acquired, all the radio and antennas would then have to be moved and placed there. Sneed stated that the highway department also needs better communications as they can't always reach to the end of the County. The initial project cost would be about \$50,000; with the long term items to be addressed would cost about \$22,500. Treasurer Jenkins stated there would be a clause in the lease agreement if the county doesn't want the tower in the future it would go back to the Cervi family along with the land. The tower sits on .77 of an acre and the county has an option to purchase up to 3 extra acres surrounding it. Moore stated that we don't have any definite purchase or lease information on the tower, and asked if approval at today's meeting would be just to move forward to pursue this purchase, and Sneed responded affirmatively. Martin asked how much more signal utilizing this tower will give us and Hertel replied the tower is 60 feet higher and tests show it should be adequate to reach all points throughout the county, and we can also lease space on the tower. Hertel said it is more cost effective to purchase this tower than to build a new one. Hampton+Knodle asked if this is the only option we are pursuing, and Undersheriff Robbins stated that according to GTSI this is much less expensive than building a new, huge communication structure on another nearby location since property would have to be purchased and 25 feet of concrete would be needed for the tower legs. Gasparich stated the currently antennas on our tower get crowded and radio frequencies interfere with each other and said that the current tower outside the Jail will stay, but we would move some antennas to the additional tower at Cress hill to improve communications. **Motion by Sneed, second by Gasparich to approve negotiating a contract with the Cervi Family to obtain the tower and property. All in favor, motion carried.**
2. **HVAC at Courts Complex -Approval:** Sneed reported Hurst-Rosche prepared an estimate to design the HVAC system for the Courts Complex building. The estimate is \$125,000 for the system and \$16,500 for the design. They are recommending a water chilled unit and Sneed believes it is a good system. The new system will have eight compressors where the old system only had three. If the new system loses a few compressors then the others can continue to work without the chance of losing its cooling capacity. The compressors will be smaller and easier to replace. Bids for the new HVAC system could be put out early in September and received back at the end of September. The committee would then review the bids at their October meeting. The committee discussed Judge Long's offer to

pay for one-half of the cost to replace the HVAC system from the Court Fund. Graden confirmed that the units will be located at the Courthouse Complex building. Beeler asked if the design work went out for bid and Sneed replied negatively. Sneed stated Hurst-Rosche already did prior work on this HVAC system, and they are a local firm so we went with them, Miles added that they also designed the building. Ronen asked to be kept informed on the project so he can apply for grants. Hertel stated a grant will apply to this project and Sneed reported an engineer came and spoke to the committee about this grant. **Motion by Sneed, second by Wendel to approve and recommend the proposal of \$16,500 from Hurst-Rosche Engineers to design the new HVAC for the Courts Complex Building. All in favor, motion carried.**

3. **Historic Courthouse Elevator -Approval:** Sneed reported Assistant State's Attorney Betsy Wilson reviewed both the one- and ten- year agreements with Schindler Elevator and recommends the one-year contract since there could be some additional costs that would come up over the life of the ten year contract. Chairman Hertel reported that the 1 year cost is \$2,500, and stated we have a 1 year contract with Otis Elevators on the two elevators at the Courts Complex and we can bid all three elevators next year. The committee approved the one year maintenance agreement with Schindler Corporation for the Historic Courthouse elevator. **Motion by Sneed, second by Ronen to approve the one year maintenance agreement with Schindler Corporation for the Historic Courthouse elevator. All in favor, motion carried.**
4. **Remodel Basement Office for Early Voting -Update:** Sneed reported County Clerk Leitheiser is getting an ADA grant to help purchase signage and locks for the Early Voting area, and the committee approved the proposal from Tim Lipe Construction to remodel the early voting room for \$4,965. The room should be done prior to early voting for the next Election to be held on March 18th, 2014.
5. **Building Safety Issues at Courthouse Complex -Approval:** Sneed reported that Judge Long and the Sheriff facilitated a meeting held at the Courthouse Complex about building safety concerns there and escape issues, locks, and panic systems were discussed. Since the meeting, additional fire and smoke alarms have been installed. The report showed that that the front entrance is a concern. Total costs for improvements are about \$4,800 and that amount is in the Building & Grounds budget. Chairman Hertel and Undersheriff Robbins stated that employees also suggested some improvements such as window ladders for each office. **Motion by Sneed, second by Kuchar to approve the list of Security Improvements at the Courts Complex building for approximately \$4,800. All in favor, motion carried. (For list of improvements, see Resolution Book 13, pages 160-161).**
6. **Change Meeting Time -Approval:** Sneed reported Ron Deabenderfer asked if the September, October, November and December 2013 meetings could be changed to 1:00 pm. **Motion to Approve changing the meeting times for Building & Grounds Committee from 8:30 am to 1:00 pm for the months of September, October, November and December, 2013. All in favor, motion carried.**

ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Vice Chairman Megan Beeler as follows:

1. **MCEDC -Update:** Beeler introduced new MCEDC Executive Director Lindsay Wagahoff, and stated that Wagahoff's first day was Tuesday, August 6th, 2013, she currently lives in Raymond, has a Bachelor's Degree from Illinois State, a Master's Degree in Political Science from U of I in Springfield and has previously worked with the legislature. Wagahoff reported that she has started meeting with municipalities, and she will work out of the Chairman's office here at the Historic Courthouse on the second floor from 8:00 a.m. to 4:30 p.m. Monday through Friday. She stated her goal is to increase membership in the MCEDC and increase business and jobs for future generations in Montgomery County. Beeler stated she is excited that we now have two new people in the positions of Economic Development Educator for the U of I Extension and an MCEDC Executive Director. Chairman Hertel asked board members to call Wagahoff for Economic Development issues and with

any possibilities to expand businesses. Wagahoff can be reached by calling the MCEDC cell phone at 217-851-4332. He also stated that the LLCC bi-annual Summit will be held on October 10th, 2013 and the next MCEDC meeting will be Thursday, September 12th, at 4:00 pm.

2. **Hillsboro TIF District Meeting -Update:** Beeler reported that there was a meeting at Hillsboro City Hall on July 26th and that member Deabenderfer and Chairman Hertel attended along with some other taxing body representatives. This meeting was held to convene a Joint Review Board according to State statute as the City plans to adopt the Hillsboro Downtown TIF Redevelopment Plan and Project Area mainly in the downtown area of the city. Beeler reported that the TIF representative stated that this plan affects 4% of Hillsboro Equalized Assessed Value and 1% of the entire county's Equalized Assessed Value. The purpose of the TIF District is for the City to collect funds in a separate fund for 23 years to help with redevelopment and infrastructure needs. Beeler reported that the City has worked out a negotiation with Hillsboro School District to compensate them for their loss to the TIF district, but the same offer was not made to the County or other taxing bodies. Chairman Hertel and the Lincoln Land Community College representative abstained from voting because the TIF district hadn't been discussed with their prospective boards. Webb stated the current tax won't be cut from taxing bodies, but when improvements are made to properties, the TIF will get the increase in taxes. Hertel stated that once the TIF district is established, any of the taxing bodies can go to the annual meeting and ask for some type of infrastructure needs, and the County can say we need sidewalks repaired or the Courthouse tuck pointed. A public hearing for the TIF District is scheduled for Tuesday, August 27th, 2013 at 6:30 pm at Hillsboro City Hall.
3. **Planning Commission Meeting -Update:** Beeler reported the following:
 1. Next meeting is scheduled for Thursday, September 12th at 5:30 p.m. at the Annex Conference room. U of I Extension Economic Development Educator Casey and new MCEDC Director Wagahoff will also attend.
 2. The land use topic was covered at a previous meeting. The topic will be "Infrastructure" for the September meeting.
 3. Andy Ritchie's appointment to the Planning Commission is County approved and Planning Commission Chairman Ed Banovic would like for Ritchie to continue on the Planning Commission. The Committee will review the by-laws to see if another person from the City of Litchfield should be appointed.
4. **Intergovernmental Agreement for Temporary Use of Montgomery County's Mapping Equipment -Approval:** Beeler reported the committee reviewed and discussed the document completed by the City of Litchfield for the temporary use of the County's GIS mapping equipment. The committee approved the recommendation of the Intergovernmental agreement for temporary use of Montgomery County's mapping equipment to the City of Litchfield for the purpose of mapping infrastructure such as water lines, sewer lines, fire hydrants. **Motion by Beeler, second by Hampton+Knodle to Approve the Intergovernmental Agreement for Temporary Use of Montgomery County's Mapping Equipment. All in favor, motion carried. (See Resolution Book 13, pages 162-164).**
5. **Workforce Investment Board -Update:** Hampton+Knodle reported we need a new individual member to the WIB Board and have five other people to consider so far, plus she welcomes any suggestions.
6. **Other Business:** Beeler reported that the Montgomery County Water Company will be starting work on Phase 5, and those interested should see Coordinator Daniels for maps.

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

Ambulance Call Reports:

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

Total calls: 344 Total amount billed: \$211,853.50 Amount collected: \$84,655.35

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

Total calls: 341 Total amount billed: \$193,974.80 Amount collected: \$121,583.35

AMBULANCE REPORT:

Collections: New System: \$121,354.31, Old System \$299.04. Total: \$121,583.35

EMA:

1. **Safety Meeting for Courts Complex-Update:** Savage reported this topic was discussed in the Building and Grounds report and additional information will be presented in the Finance Committee report.
2. **Hazardous Mitigation Planning Meeting -Update:** Savage reported there is a Hazardous Mitigation Planning meeting set for Tuesday, October 1st at 7:00 pm, and these meetings are to be held annually to make updates to the plan and to qualify for grants if there was some type of disaster.
3. **County Emergency Operation Plan -Update:** Savage reported that the County Emergency Operating Plan has been revised and approved. Savage thanked Director Holmes for the Emergency Operation Plan CDs on members' desks.
4. **Emergency Notification System -Update:** Savage reported that the Sheriff's Department has been working on a County-wide Emergency Notification System. Hertel suggested that CrimeStoppers come to the next Finance Committee meeting to see if they will help pay for the system for the first year.

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

1. **Communication Tower Antenna at Cress Hill -Update:** Gasparich stated that as was discussed earlier in the Building and Grounds Committee report, we have communication problems in the County especially up in the Panhandle area and he is glad the County is looking into the lease or purchase of the existing tower at Cress Hill. Gasparich also stated that if we can't communicate with another group on the scene, it can be a life-threatening circumstance.
2. **GIS Work Group Report -Update:** Gasparich reported that member Beeler and the GIS Work Group met and information was collected on how the current GIS system is used, what is lacking and how it could be used. Gasparich asked Beeler to give a report to the full board, which she reviewed. (See Resolution Book 13, page 165). Beeler stated that the committee discussed near-term and long term plans and that the Group reviewed the cost structure that was presented by Bruce Harris Associates for an online system, with two options for hosting the information on the website, which could be hosted by either BHA or the County. We can improve GIS services with the website, but the #1 priority is a new county flyover. Beeler has asked GIS Coordinator Purcell to get several bids and options for a flyover and the next meeting will focus on bids. Martin asked if this is used mostly for emergency purposes and Beeler replied that realtors also use it for identifying parcels and property boundary lines, and also includes tax data. Beeler is checking with other counties to see how they utilize the on-line GIS system and if it cuts down on the number of phone calls and walk-ins to those county offices. Beeler stated the web-based system is the second priority on the list and that it is not worth pursuing now without a new flyover first.
3. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report -Update:** Gasparich stated that the committee reviewed the reports from Treasurer Jenkins and a coal tonnage report from County Clerk Leitheiser. Hampton+Knodle stated the Cash in Bank General Fund is roughly \$750,000 shorter than last year. Gasparich stated the County is relying on coal money.
4. **Discuss Truth in Taxation -Update:** Gasparich reported we won't go over the 5% so there will be no need for a Truth in Taxation hearing.
5. **Estimated Costs of Sheriff's Vehicle Replacement -Approval:** Gasparich reported that Undersheriff Robbins shared a report that showed the number of vehicles that are 80,000 miles and above and

estimated costs to replace the five vehicles. (See **Resolution Book 13, 166**). The vehicle maintenance line item could then be reduced by about \$10,000 if these five vehicles were purchased. The Sheriff's budget surplus this year of \$140,000 to \$160,000 will be used to make the purchase. The two proposed Ford Explorers are for the investigators, and the proposed Chevrolet Tahoe is the only true police vehicle. Gasparich stated we have to provide services by getting the deputies out there, we have to look forward and spend this in this fiscal year and he doesn't see we have a choice to wait because we are not sure where we will be at this time next year. Bishop asked why Dodge Chargers aren't used and Robbins replied those vehicles are low clearance vehicles and are not recommended for the safety of deputies. Graden expressed that he thinks the trade-in values are low on the Expedition and Explorer. Beeler stated that she is not opposed to the purchase but explained that this "surplus money" doesn't exist as extra funds, and this is coal money we are borrowing. Beeler stated money will have to be transferred from the Coal account to the General Fund for this purchase. Plunkett stated that he doesn't have a problem with purchasing the vehicles either, but this money was put in the budget last year and was taken out and it is not good practice to put money in the budget, take it out, and then spend it anyway in the same fiscal year. Plunkett stated that instead, he believes we should put money in next year's budget for the vehicle purchase. Ronen asked if we could sell the current vehicles outright and gain more revenue back. Gasparich stated he wants to keep two of the lower mileage vehicles in a pool for County representatives to drive (at 25 cents per mile instead of 55 cents per mile) and stated that the Tahoes may not be available next year, plus we are in a position to purchase them now. Moore asked if it is cheaper to purchase squad cars instead of SUV four-wheel drive vehicles and Gasparich stated that Chevrolet is giving a 100,000 mile warranty now on Tahoes and these vehicles have the ability to hold up on County roads with less maintenance. Beeler asked if we could purchase three vehicles this year and two the next year. **Motion by Gasparich, second by Bathurst to purchase five new Sheriff's vehicles for an estimated cost of \$166,000 with trade-in value and with the purchase to be paid from coal money. ROLL CALL VOTE: Ayes – 12, Nays – 9. Those Voting Aye: Bathurst, Beck, Branum, Deabenderfer, Gasparich, Graden, Hampton+Knodle, Hertel, Martin, Robinson, Savage, Wendel. Those Voting Nay: Beeler, Bishop, Kuchar, Miles, Moore, Plunkett, Ronen, Sneed, Webb. Motion carried.**

6. **FY2014 Budget Hearings -Update**: Gasparich reported the Finance Committee spent 26 hours in budget hearings and appreciates the effort and discussions and believes we did a good job.
7. **Addition to Pre-Approved Vendor List -Approval**: Gasparich reported that Ameren Energy Marketing was added to the Pre-approved vendor list. **Motion by Gasparich, second by Miles to Add the Ameren Energy Marketing account to the Pre-approved vendor list. All in favor, motion carried. (See Resolution Book 13, pages 167-168).**
8. **Resolution to Convey Deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township - Approval**: Gasparich reported the committee approved and recommends the Resolution to convey the deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township. **Motion by Gasparich, second by Branum to Approve the Resolution to convey the deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township. All in favor, motion carried. (See Resolution Book 13, page 169).**
9. **Copy Machines -Updates**: Gasparich reported that Tom Day representative Dale Smith has been contacting county offices to finalize their contracts, and the committee reviewed a spreadsheet showing the savings for all the offices after the cost-per-copy examination spearheaded by member Megan Beeler was done, which amounted to \$6227.00. **(See Resolution Book 13, pages 170-171).**
10. **Cell Phone Billing -Update**: Gasparich reported that this transition should take place for the July billing cycle.
11. **Postal Meters -Approval**: Gasparich reported that on Monday 8/12/13, the Committee discussed two proposals for two new postage meters sent by Walz and Midwest Mailing for two postal meters with

comparison of either a 48 or a 60 month lease. Pitney Bowes was contacted for a bid, but they did not respond. The State's Attorney's Office needs to review the two proposals. **Motion by Gasparich, second by Beeler to approve the 60 month lease with Walz for \$480.84 per month for the two new postage meters pending review and recommendation from the State's Attorney's Office. All in favor, motion carried.**

12. Security Improvements Courts Complex: Was discussed earlier in Building & Grounds report.

13. Executive Session to Discuss Personnel -Approval: Took place at the end of Full board meeting.

14. Executive Session to Discuss Severance/Buyout Package -Approval: Took place at the end of Full board meeting.

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

1. **Amend the County Food Ordinance regarding Inspections -Update:** Beck deferred to Cyndy Howard from the Health Department who presented changes to the County Food Ordinance. Howard stated that the Inspection sheet is changed in the proposed ordinance due to an annual \$2,500 Federal grant recently received by the Health Department, which requires it to be changed. She stated that the State will soon be changing their grant also to require a change to the inspection sheet. Howard also reported that there will be a grading scale in the proposed amended Food Ordinance. She explained the frequency of inspections to food establishments to members, stating that high risk facilities are inspected three times a year and consist of schools, hospitals and nursing homes; Medium risk facilities are restaurants which have to be inspected once a year; and low risk facilities only serve beverages, have no food preparation and have to be inspected every other year. Howard stated there are about 200 facilities in the County to be inspected and that the grading requirement is not part of the federal grant and we would be the first county in Illinois to have the grading scale. She explained that the scale uses a point system which comes from the evaluation on the inspection sheet and that the inspection sheet has to be enforced through the Ordinance at the County level. She said that the State will be changing to this kind of inspection sheet as well and hopefully in the future the inspection sheets will be put the county website since they are public record. Other counties have gone with a web based inspection reporting system. Howard explained that the ordinance will require the facility to post the grading sheet at the facility in an area designated by the Health Department Inspector, and it cannot be removed or the establishment will lose their permit. Howard also reported that the \$10 food permit fee is waived where there is no monetary gain and gave the example of when snacks are served at a local blood drive. County Health Department Administrator Satterlee stated that the grading scale is not a new code that the facilities will have to follow, just a different way to look at it with an A, B, and C rating. By posting the rating, the public will know if the facility has met the Health Department criteria and also gives the restaurant an incentive to clean up. Plunkett stated he is opposed to posting the grade and stated that he trusts that the Health Department is inspecting and shutting businesses down with the present system. He asked if this is a new process and if we have looked at other counties' practices. Howard stated that she has resided in California where this system is in place, and that she feels that posting the grade is important because it will allow the public to make choices about where to eat, more facilities will comply, and it will stop repeat offenders. She said it will also stop FOIA requests for inspection notices since the public has the right to know. Hampton+Knodle stated that FOIA requests can be prevented if the inspections are posted to the county website, since they are public records. Howard stated that the County Health Department Board, the Illinois Department of Health, and State's Attorney's office, and the County HWE Committee have approved the amendments to the ordinance, and the County Board vote is the final vote to approve this amended ordinance which would be effective on January 1st, 2014. Board members will review the proposed amended ordinance for one month.

2. **Elections -Update:** Beck reported that County Clerk Leitheiser reported that the Governor signed the Elections Omnibus Bill which will require implementation of online voter registration starting in July 2014, and she also reported that she has obtained a small grant to help with ADA needs (door locks, signage) of the Historic Courthouse basement Early Voting Room. Leitheiser also informed members that the new Election Law that will allow 17 year olds to register to vote at the March General Primary Election when they will be age 18 by the November General Election will not go into effect until January 1st, 2014, and the Illinois State Board of Elections has determined that the 17 year old voters will be eligible for the full Ballot, so no additional ballot styles will be necessary for those voters to only be eligible to nominate candidates. Leitheiser also reported that her office staff has completed scanning and posting Election Canvasses for all Montgomery County Elections from 1980 to current to the county website utilizing existing county equipment at no additional cost to the county.
3. **Recycling Program and Events -Update:** Beck reported that the Electronic Recycling day will be announced at a later date and stated that the Recycling facility doesn't have space to store items ahead of time.
4. **EPA Report -Update:** Beck reported that EPA Inspector Gonet shared his quarterly inspection reports and stated that there was a recent tire collection for townships and municipalities.
5. **Animal Control Facility and Program -Update:**
 - Beck stated that the Free Roaming cat room is complete.
 - **Friends of MCAC Volunteer Group:** Beck stated the group is having a float and a raffle at Old Settlers and is working to get the animals rescued and transporting. The committee discussed reimbursing volunteers for mileage and crate fees until the volunteer group can raise money. Beck explained the costs for a transport that happened this past Sunday where three dogs including one dog that weighed over 120 pounds went to Knox County. The total county cost to euthanize and dispose of these three dogs would have been about \$290.00. The mileage reimbursement of \$.27 per mile to volunteers who went to Knox County was \$96.00, so it is more cost effective for the county to send the animals to a rescue than to euthanize them. Kuchar asked why we are paying mileage to volunteers now when we haven't done so in the past and Hertel replied the last volunteer group chose not to be affiliated with Animal Control but the new group wishes to do so and they need time to raise funds for transporting animals to rescues. He said paying volunteers' mileage has been approved by the State's Attorney's office and will not continue forever. Miles asked how many months the county will be paying mileage for this purpose, and Hertel stated that this reimbursement will continue possibly through September. Graden complimented the new support group's flyers, which will be distributed to help raise awareness and funds for future transport costs. Beeler asked what line item will show this mileage reimbursement, and Treasurer Jenkins stated the travel line item currently will not show the cost for volunteer gas. Hertel stated a new line item can be created so that these costs can be tracked in the budget.
 - **Labor Hall volunteers to paint Animal Control office:** Beck thanked the Laborers Union and the Painters Union and other volunteers for their work at the facility and stated there is now new paint and cabinets installed there.
6. **Tour of Animal Control Facility -Update:** Tour of the facility was held for Board members after this Full Board meeting on August 13, 2013.

PERSONNEL COMMITTEE REPORT: Given by Vice Chairman Joe Gasparich as follows:

1. **Worker Wellness Program Committee -Update:** Gasparich reported several employees are interested in serving on the Wellness Committee. The next wellness meeting will be held on August 29th, 2013 at 3:00 pm with Consociate Dansig representatives in attendance.
2. **Customer Service Training -Update:**

- **U of I Extension** – Gasparich reported U of I Extension representative Casey presented information regarding customer service training that will be offered by the U of I Extension office. A memo was sent to the Office Holders to review the training materials and respond back with the number of employees that will participate.
- 3. **SOA / EMA / State's Attorney - Union Local #397 -Update:** Gasparich reported that the committee reviewed and discussed the available mediation dates of August 22 and 23 which is also Old Settlers Days. Betsy Wilson will contact Union rep. Traylor to see if there are any other dates in August or September that are available.
- 4. **Circuit Clerk's - Union Local #148 -Update:** Gasparich reported that the committee was informed by Union rep. Sweet that the bargaining unit unanimously rejected the County's final contract offer. The committee will discuss mediation dates.
- 5. **FOP Union Negotiations -Update:** Bathurst reported that Chairman Hertel sent a letter to the business agent advising him to schedule a meeting in August to discuss proposals. Gasparich stated the meeting will probably be held in September.
- 6. **Union Negotiations with Recycling Local 773 -Update:** Bathurst reported that Chairman Hertel has sent a letter to the business agent asking him to schedule a meeting in September to discuss proposals.

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

1. **Red Ball Trail -Update:** Miles reported that he has met with the State's Attorney's Office to draft a letter to the contractor who worked on the Red Ball Trail. Engineer Smith reported that the letter is ready to be mailed.
2. **Raymond Township Bridge -Update:** Miles stated he drove over and the bridge is complete and looks good.
3. **Irving North County Bridge -Update:** Miles stated that Engineer Smith reported that the plans are near completion and that they are working on the right of way documents, and said that Smith stated the project should be completed before harvest season, weather permitting.
4. **Striping of County Roads -Update:** Miles stated that Engineer Smith has checked with Christian County for pricing to stripe county roads. Miles stated this is very expensive and that we are still deciding which roads to prioritize, and said there have been some complaints about some county roads and they will pursue striping those first. Hampton+Knodle asked if there is an accident record or a priority list to use to select roads. Smith stated he has never looked at accident reports because with traffic patterns and weather conditions it is hard to determine. Graden suggested looking at the volume of traffic.
5. **Road and Bridge Tour -Update:** Miles reported that Engineer Smith will take committee members on a tour of the County Road and Bridges after the September committee meeting. The Full Board will tour the Highway Department and look at their equipment after their October board meeting.
6. **Old Tractors Out for Bid:** Miles said Engineer Smith reported the old tractors are ready for sell and will advertise for bid soon.

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

ANNOUNCEMENTS: Chairman Hertel announced that members going to the Animal Control Facility Tour after today's meeting should carpool due to their small parking lot.

SCHEDULE CHANGES: Chairman Hertel announced the following:

1. **Building & Grounds Committee meeting Time changed from 8:30 a.m. to 1:00 p.m. for September, October, November and December 2013.**

2. Next Regular EMA/Ambulance Committee Meeting Date Change and Time to Tuesday, August 27th at 8:30 a.m.
3. Special Personnel Committee Mediation on Thursday, September 12th at 4:00 p.m. with SOA/EMA/State's Attorney Union Local #397.
4. R&B Committee will tour County Road and Bridges after the September committee meeting.
5. The full board will tour the Highway Department after their October board meeting.

APPOINTMENTS: None

PUBLIC COMMENTS: Chairman Hertel gave permission for citizen Bill Schroeder to speak after he received his public comment card. Schroeder asked if Hurst-Rosche is on the Pre-approved Vendor List and if there are any other engineering/architectural firms on the list. He asked if all other county business is put out for bids; in the interest of saving money why not solicit other firms for engineering and/or architectural services. Leitheiser explained to Schroeder the difference between the Pre-approved Vendor List for paying bills to vendors frequently used and the Business Vendor List for county work that is needed. Hertel stated that no architectural or engineering firms are on the list since this type of work is considered a professional service. He stated we have also used another firm, McDonough/Whitlow for engineering services for county business. Kuchar asked whose decision is it to use certain engineers and stated professional services should include other companies. Plunkett stated that professional services are not required to be awarded to the lowest bidder, and the county courthouse projects must have a firm that offers both architectural and engineering services and not many firms meet these criteria. Engineer Smith stated that between 10 and 15 different engineering firms have been used for Highway projects throughout the years, and IDOT has strict guidelines for selecting engineers, which is an involved process. He further stated that it was illegal to take bids on engineering projects. Sneed encouraged the board to remember the county's positive affiliation with Hurst-Rosche, and stated that he believes that Hurst-Rosche has the county's best interest at heart and everything will be fine in relationship to the HVAC system design at the Courthouse Complex.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Ronen, 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. **Approval to Pay Any Invoices from A&D Electrical Supply:** Motion by Kuchar, second by Martin to pay any invoices for A&D Electrical Supply. Voice Vote: In favor – 20, Against – 0, Absent – 0, Abstain -1 (Ronen). Motion carried.
3. Motion by Sneed, second by Wendel 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.

Executive Session: For the purpose of discussing Personnel Issues, Salary Increases and Opening Executive Session Minutes:

Motion by Bathurst, second by Branum to go into Executive Session. All in favor, motion carried. TIME: 10:50 a.m.

Motion by Graden, second by Moore to come out of Executive Session. All in favor, motion carried. TIME: 11:15 a.m.

Motion by Graden, second by Moore to approve Opening, Forever Sealing, and Reviewing in Six Months Executive Session Minutes. All in favor, motion carried. Those minutes approved to be opened were:

Finance Committee	02/13/12	X	Salary Structure & Job Descriptions for SOA & County Clerk Offices
Personnel Committee	02/23/12	X	Union Negotiations at Regular Committee Meeting with Local 773-Sheriff
Personnel Committee	03/29/12	X	Union Negotiations at Regular Committee Meeting with Local 773-Sheriff
Full Board Meeting	05/08/12	X	Union Negotiations with Local Laborers #773-Sheriff
Personnel Committee	06/28/12	X	Union Negotiations at Regular Committee Meeting with Local 773-Sheriff
Full Board Meeting	08/14/12	X	Union Negotiations with Local Laborers #773-Sheriff
B & G Committee	09/07/12	X	Possible Litigation with Korte-Luitjohan re: change orders
B & G Committee	10/05/12	X	Possible Litigation with Korte-Luitjohan re: change orders
B & G Committee	10/12/12	X	Possible Litigation with Korte-Luitjohan re: change orders
Personnel Committee	10/25/12	X	Job Study with Ron Duncan, U of I Extension
Full Board Meeting	11/13/12	X	Sheriff's Local Laborers #773 Contract/ Local #397 Contracts - SOA, EMA & State's Atty

Motion by Gasparich, second by Plunkett to approve the FY 2014 Salary increases: \$613 per year for non-union, general fund, non-exempt full-time employees and \$984 for non-union, general fund, exempt full-time employees. Voice vote: No (Hampton+Knodle). Motion carried.

Motion by Gasparich, second by Robinson to approve a voluntary buyout/severance package to be offered for employees at age 55 or older with county service of 8 years or more. All in favor, motion carried. Treasurer Jenkins stated that he didn't think a perimeter should be put on the age for insurance coverage. An insurance stipulation was not in the package at the last time it was offered.

ADJOURN: Until the Full Board Meeting on Tuesday, September 10th, 2013 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. Motion by Robinson, second by Bathurst to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 11:20 a.m. Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.