

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, January 29th, 2013

Time: 6:00 PM – County Board 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**, EMA/Ambulance Chairman **Glenn Savage**, Building & Grounds Chairman **Bob Sneed**

Members Absent: Road & Bridge Chairman **Gene Miles**

Others Present: Mr. Schroeder

The committee met today to discuss the following:

Coordinating: Roy Hertel, Board Chairman

1. **Update/Approval CEFS Central Illinois Public Transit Monthly Progress Report:** Emailed.
2. **Update/Approval Report of the Rules Committee:** Met Monday, January 28th. Will add #35 & #36 to Rules of Order. Change wording on #20 & #27 & #28. Add Public Comments after Appointments. Also, add Liaison Reports after Consent Agenda. Betsy Wilson is reviewing.
3. **Update/Approval Sheriff's Department Laborers Local #773 Back Pay on Pension:** Local #773 has audited payroll back to and we owe \$12,900. Sheriff's Department will research and have until end of February.
4. **Update/Approval Email from Bill Traylor on Job Survey:** Betsy will respond to an email from Bill Traylor who requested information on the Job Survey. The committee changed the parameters after hearing the report. Ron Duncan did what he was asked. Not complete. Should be by February 11th, 2013 at a Special meeting.
5. **Update/Approval Vendor Contracts with Businesses that Involve Board Members:** Merchandise purchases are OK.

Building & Grounds: Bob Sneed, Chairman

***Committee Meeting at 1:00 p.m.**

1. **Update/Approval Maintenance Issues and Report:**
 - **Business Vendor List:** About 14 businesses have responded so far.
 - **Courts Complex Fire Alarm System:** Fire Alarm System at Courts Complex failed before Christmas. No replacement parts. Judge Long wanted it fixed. Three people bid. Wareham's Security \$7,000. Court Fund paid the expense. System is complete and operational. Holly Lemons will be here to discuss this with the committee.
 - **Ability to Access the Heating Dial in Chairman's Office:** Korte Luitjohan installed a panel.
 - **Hot Water Heater in Conference Room Sink:** fixed
 - **Bathroom on the 3rd Floor by GIS:** Plumbing was leaking. Floor is being replaced.
 - **Basement Early Voting Office:** Sneed has talked to Leitheiser about early voting. Will work on the basement office for the 2014 Election.
2. **Update/Approval Outside Lighting Grant:** Will need to bid out.

Economic Development: Heather Hampton+Knodle, Chairman

1. **Update/Approval County Website Survey:** Feedback from committee. Department Surveys will be sent out February 18th to ask Frequently Asked Questions and other input. Wants the website to be transparent and efficiency is top priority.
2. **Update/Approval MCEDC:** MCEDC Board meeting Thursday, Feb. 7th at 4:15 p.m. Dave Ronen will attend.
3. **Update/Approval Central Illinois Economic Development Authority (CIEDA):** Give update. Meeting in February.

4. **Update/Approval Planning Commission Meeting Date:** Need input from committee on agenda or questions to Commission. Chris Daniels will send out another reminder and get a final date for next Economic Development Committee meeting.
5. **Update/Approval Committee Members' Economic Development Goals:** Ask each committee member for 1 goal they have.
6. **Update/Approval County Priorities to Share with General Assembly:** Examples such as cell phone fees to help with 911 costs.
7. **Update/Approval Governor's Rural Affairs Council:** Heather will prepare a summary sheet.
8. **Update/Approval Grain Belt DC Transmission Project:** Give an update.
9. **Update/Approval Rural Development Conference:** March 6-7 in Peoria, \$165 plus \$77 hotel rate
10. **Update/Approval March Meeting Agenda Suggestions:**

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

1. **Update/Approval of the Ambulance Call Report for January 2013:** Committee will review.
2. **Update/Approval of E.M.A./Ambulance Report:** Will discuss at Committee.

Finance: Joe Gasparich, Chairman

1. **Update/Approval SOA Report:** Committee will review Ray Durston's report.
2. **Update/Approval GIS Report:** Committee will review Mary Purcell's report.
3. **Update/Approval Revolving Loan Fund:** Committee will review report.
4. **Update/Approval Circuit Clerk Audit:** Independent Audit is complete.
5. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:**
6. **Update/Approval Invite Elected and Appointed Officials to Discuss FY 2013 Budget and General Fund Balance:** Will ask Department Heads to help cut costs and look for revenue.
7. **Update/Approval Copy Machine Survey:** Committee will review the information collected from each office.
8. **Update/Approval Bloome Water invoices:** Should be combined onto one voucher.
9. **Update/Approval Employee Health Insurance:** Consociates will be invited to Personnel Committee in February and Finance Committee in March.
10. **Update/Approval Review of Job Study:** Additional work is needed. Different parameters were added and given to Duncan.

HWE: Connie Beck, Chairman

1. **Update/Approval Elections:** Committee discussed a letter from Steve White regarding reducing Election Judges. Committee wants to reduce costs.
2. **Update/Approval Recycling Program and Events:** Report will be given
3. **Update/Approval Animal Control Facility and Program:** Report will be given
4. **Update/Approval UCCI Membership Meeting:** January 28th – give short update at Full Board

Personnel: Mary Bathurst, Chairman

1. **Update/Approval Circuit Clerk's Union Local #148:** Committee will meet at 4:30 p.m. and then with the Union at 5:00 p.m. on Monday, February 11th in the County Board Room.
2. **Update/Approval Highway Dept. Union Local #1084:** Committee will meet at 5:00 p.m. and then with the Union at 5:30 p.m. on Monday, February 25th in the County Board Room. Gene Miles and Kevin Smith have been invited to negotiations.
3. **Update/Approval Fiscal Year Time-off:** Will have annual time-off reports next month.
4. **Update/Approval Employee Health Insurance:** Consociates will be invited to February Committee meeting.
5. **Update/Approval Job Salary Survey:** Ron Duncan – open & closed session.
6. **Update/Approval SOA Office Personnel:** Had closed session.

7. **Update/Approval Sheriff's Laborers Union #773:** Roy Hertel reported Union 773 has new rules for part time employees. The union dues change for different hours worked.
8. **Update/Approval Internet and Social Media Policy and Guidelines:** Received from Julie Bruch from a presentation she gave last summer that Betsy Wilson attended. Revisions were made for Montgomery County and Betsy is reviewing the Draft.

Road & Bridge: Gene Miles, Chairman

1. **Update/Approval Raymond Road District Letting Date:** Wednesday, February 27th at 8:30 a.m.
2. **Update/Approval Red Ball Trail:** Committee will discuss options to fix the road.
3. **Update/Approval 2013 Fuel Letting Bids:** One bid received – M&M Service – Fixed bids Feb. 1, 2013 – Gasoline \$3.291 with taxes, Diesel \$3.776 with taxes
4. **Update/Approval 2013 Rock Letting Bids:** Committee accepted low bids if figures acceptable.

Motion by Mary Bathurst, second by Glenn Savage to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 7:55 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.