

# Montgomery County Board

## Coordinating Committee Meeting Minutes

**Date:** Wednesday, February 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** arrived 6:45, Road & Bridge Chairman **Gene Miles**, EMA/Ambulance Chairman **Glenn Savage**, Building & Grounds Chairman **Bob Sneed**

**Others Present:** Attorney Pam Hart, Tobin Gunn, Sandy Leitheiser

The committee met today to discuss the following:

**Coordinating:** Roy Hertel, Board Chairman

1. **Update/Approval Next Coordinating Committee is moved to Monday, March 25<sup>th</sup> at 6:00 p.m.**
2. **Update/Approval CEFS Central Illinois Public Transit Monthly Progress Report:**
3. **Update/Approval Report of the Rules Committee:** Will meet after Personnel on Thursday, Feb. 28<sup>th</sup>

**Building & Grounds:** Bob Sneed, Chairman

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

1. **Update/Approval Maintenance Issues and Report:**
  - **Historic Courthouse Elevator:** Schindler reprogrammed and did some grinding work in the shaft so the cab did make noises.
  - **HVAC at Courts Complex:** Signed contract with Johnson Controls for another year. Sneed went to all offices in the Courts Complex to check on heating and cooling issues and talked with Lloyd. Seeking numbers for a grant to HVAC System at the Courts Complex.
2. **Update/Approval Fire Alarms and Panic Systems:** Bill Purcell is working on bid specs for the Historic Courthouse, Animal Control and Recycling buildings.
3. **Update/Approval Safety Issues:** Meeting needs to take place with Sheriff's Department and offices in the New Courthouse.
4. **Update/Approval Payment to Korte Luitjohan:** We have not received word from Brent Lance to see if we can pay the final \$16,000 payment.

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

1. **Update/Approval County Website:**
  - **Invite Bill Purcell to Show Changes Made:** Purcell will attend next meeting. Okay to put Union contracts on the website. Check register will go on the web.
  - **Assess Input from County Website Survey to Determine Next Steps:**
2. **Update/Approval MCEDC:**
  - **Annual Meeting at Church St. Pub:** Tuesday, March 26<sup>th</sup> - 6:00 p.m. networking – 6:30 p.m. dinner rsvp - \$15, Coordinating Committee invited – not paid per diem or mileage.
  - MCEDC Director Erika Kennett called Heather Hampton+Knodle about a grant to see if the County is interested, however it was due the next day.
  - **Update of Annual Meeting Logistics, 2013 Priorities:**
  - **Appointment of David Ronen as the County Representative to the MCEDC:** Ronen would be chairman.
  - **Next Regular MCEDC meeting date:** Tuesday, April 2<sup>nd</sup> at 4:15 p.m.
3. **Update/Approval County Save Money Survey Report:** Survey will be designed with the help of Megan Beeler.

4. **Update/Approval Planning Commission Update:** Heather met with the commission earlier tonight. Gave a handout to Committee Chairs to see if there are any goals in the Comprehensive Planning Report that their committee would review and give a report to the Planning Commission. Next meeting is March 20<sup>th</sup>, 2013 at 5:00 p.m.
5. **Update/Approval Shop Local Resolutions Report:** Heather is reviewing a couple of sample resolutions.
6. **Update/Approval State Legislative Priorities Report:** Increase in Farm Land Assessments - Farm Bureau is in support of a House Bill.
7. **Update/Approval Grant Funds:** Committee will discuss.

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

1. **Update/Approval of the Ambulance Call Report for February 2013:**
2. **Update/Approval of E.M.A./Ambulance Report:**
3. **Update/Approval Security Meeting at Courts Complex:** Savage will contact Diana
4. **Update/Approval IEMA Grant Adjustment Notice:** (Increase Grant Amount of \$1,395.80) \$22,539.98 for October 1, 2011 to September 30, 2013.
5. **Update/Approval 5 Area Ambulance Agreements:** Savage will ask Diana Holmes about the status of these agreements.

**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.
3. **Update/Approval Revolving Loan Fund:** Will now be overseen by the Economic Development Committee.
4. **Update/Approval Raymond-Harvel Area Ambulance Service Tax Levy Increase:** Tobin Gunn has been on Ambulance Board for 9 years. Attorney Pam Hart addressed the committee with a request to have the ability to raise the tax ceiling up to \$.30 per \$100 Assessed valuation. They are currently at \$.15 per \$100 of assessed valuation. The Ambulance Service is currently run with volunteers and they need to hire people for the Ambulance Service to keep it functioning. They are asking for this request at the March Full Board Meeting so that the County Board can take action in April. A public hearing would need to be held to see if anyone has any objections. Hertel asked Tobin Gunn if they have looked at other possibilities for an Ambulance Service. Clerk Leitheiser explained the process to increase the tax ceiling. The first step at the Full Board meeting is to vote on the proposed tax increase. Objection period is 60 days after the hearing. Full Board would need to approve in April. Public hearing could be held in May. Notice needs to be mailed 15 days prior. In August, the County Board could approve the increase. Levies could be approved by the County Board in November.
5. **Update/Approval FAYCO:** Bob Lindberg & Kim Taylor will be at the Committee meeting.
6. **Update/Approval Copy Machine Survey:** Check with Ron Jenkins to see if Dale from Tom Day is coming to meeting. Postpone him for 1 month.
7. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:**
8. **Update/Approval Coal Severance Tax:** We are the only State without a Coal Severance tax. Economic Development Committee is reviewing.
9. **Update/Approval Discussion of Auditing Services:** Pull minutes. Is it 4 or 5 years? Patton's two-year contract expires this year.
10. **Update/Approval Consociate Dansig – Employee Health Insurance:** Consociate Dansig will be at Personnel and Finance Committee meetings to explain Health Insurance costs.
11. **Update/Approval Aramark Uniform Services Contract with Highway Dept:** Highway Department will discuss.

**HWE:** Connie Beck, Chairman

1. **Update/Approval Elections:** County Clerk Leitheiser will report.
2. **Update/Approval Recycling Program and Events:** Lutz will report.
  - **Electronics Drive:** Thursday, April 18<sup>th</sup> at 12 p.m. - 5 p.m. and Friday, April 19<sup>th</sup> at 8 a.m. - 3 p.m.
3. **Update/Approval EPA Report:** Bill Gonet will report.
4. **Update/Approval Animal Control Facility and Program:**
  - **Facebook:** On February 7<sup>th</sup>, the committee asked Warden Richardson to stop comments on Facebook. Committee learned that the County Animal Control Facebook page was set up as a business account so the comments can't be blocked. PAWS CARE and Pet finder has animals on their page.
  - **PAWS CARE meeting:** Beck reported that she, Roy Hertel and Betsy Wilson met with some of the Board members of PAWS CARE. They shared some issues with things at the facility.
  - **Animal Control Policy, Procedures and Training:** Committee will review with the State's Attorney on implementing new policies and procedures.
  - **Increase Fee for Rabies Tags:** Reports are being worked on.
  - **Free-Roaming Cat Room:** Sneed will check with Animal Control in the proposed area. Betsy Wilson is checking on volunteer labor.
5. **Update/Approval \$2,400 IPRF Matching Safety Grant:** Our workers Compensation carrier will give us \$2,400 for a Safety Grant. Law Enforcement vests are about \$1,000. March 15<sup>th</sup> is the deadline.

**Personnel:** Mary Bathurst, Chairman

1. **Update/Approval Change Time of Regular Personnel Committee:** Next meeting is March 28<sup>th</sup> at 4:30 p.m. Looking to meet permanently at 5:00 p.m.
2. **Update/Approval Consociate Dansig – Employee Health Insurance:**
3. **Update/Approval Circuit Clerk's Union Local #148:** Thursday, March 7<sup>th</sup>, 2013 - Committee will meet at 5:30 p.m. and then with the Union at 6:00 p.m. in the County Board Room.
4. **Update/Approval Highway Dept. Union Local #1084:** Next meeting Monday, March 18<sup>th</sup>, 2013 at 5:00 p.m. with committee and 5:30 p.m. with union.
5. **Update/Approval Internet and Social Media Policy and Guidelines:** Betsy Wilson has reviewed.
6. **Update/Approval Time-off Reports:** Committee will review reports prepared by Treasurer Jenkins.
7. **Update/Approval Job Salary Survey:** Ron Duncan will be here to present.

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

1. **Update/Approval Aramark Uniform Services Contract with Highway Dept.:** Committee will discuss with Engineer Kevin Smith.
2. **Update/Approval FY2006 and FY2012 County MFT Comparison:** Committee reviewed the spreadsheet.
3. **Update/Approval Red Ball Trail:** In communication with the State's Attorney office.
4. **Update/Approval Raymond Road District Letting Date:** Will be held on Wednesday, March 6<sup>th</sup> at Committee meeting.

Motion by Mary Bathurst, second by Bob Sneed to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 8:05 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.