

Montgomery County Board HWE Committee Meeting Minutes

Date: Thursday, October 3rd, 2013

Time: 8:30 AM – County Board Room

Members Present: Chairman Connie Beck, Chuck Graden, Earlene Robinson, Mike Webb, Richard Wendel, and Board Chairman Roy Hertel

Others Present: Tom Franzen, Ron Jenkins, Bill Gonet, Nancy Richardson, Dawn Lutz, Dawn DeClerck, Marchelle Kassebaum and Sandy Leitheiser

The committee met today to discuss the following:

1. **Update/Approval Elections:** County Clerk Leitheiser reported that the new Early Voting room in the basement of the Historic Courthouse is in the finishing stages of the renovation. Leitheiser also stated that she is working to obtain a \$2,000 State Board of Elections ADA grant to use towards doors and signage for the Early Voting room.
2. **Update/Approval Recycling Program and Events:** Dawn Lutz reported: .
 - **Electronics recycling drive** will be on October 10th from 12:00 p.m. - 5:00 p.m. and on October 11th from 8:00 a.m. – 3:00 p.m. Information will be on WSMI on October 9th and many fliers have been distributed. Lutz will have all the year-end financial reports for the committee to review in December.
3. **Update/Approval Solar Panels at Recycling:** Dave Ronen has applied for a couple of grants for solar panels at the Recycling center in Hillsboro.
4. **Update/Approval EPA Report:** Bill Gonet submitted his quarterly report for open dumps. Nokomis is hosting a Household Hazardous Waste Collection .
5. **Update/Approval Animal Control Facility and Program:** Nancy Richardson will report.
 - **Animal Control Intake Summary:** The intake of animals has been up this year compared to this time last year. There were 23 animals adopted and 24 that went to rescue in August.
 - **Update on Revenues & Expenses:** The committee reviewed the reports. Everything is on track for revenues and expenses.
 - **False alarms:** The new fire alarm system went off twice this week. The first time Nancy reset the system and told the fire department it was a false alarm. The second time it went off no one called and the fire trucks showed up. Warehams will be called to come out and fix the problem.
 - **Mobile Adoptions:** There was one at TSC and one at Rural King. There were over 11 animals adopted from the mobile adoption events.
 - **Court Costs:** We have been charging \$85.00 and need to start charging \$90.00 for e filing.
 - **Rabies Clinic:** Richardson will try to schedule a rabies clinic and a microchip clinic in Waggoner for the northern residents.
 - **Ordinance changes** will be presented to the committee next month.
 - **Friends of Montgomery County Animal Control** has been helping with Mobile adoptions and transporting animals.
 - **Looking for new cat cages, back-up generator and some new doggie doors.**
6. **Update/Approval Animal Control Vehicle Out for Bid:** The committee learned that a partial payment of \$50,000 has been given to the County from the Vanek estate. Purchases can be made this

year and paid for out of the coal money and then paid back from the estate funds in next year's budget. Chairman Hertel checked with Assistant States Attorney Betsy Wilson and it is OK to purchase a new truck and a few items this year out of the coal fund and then pay the money back from the estate funds in next year's budget. The Committee reviewed the bid specs for purchasing a new truck. The advertisement will go out to the newspapers this week and will be opened at the November HWE meeting.

7. **Update/Approval HWE Committee Priority Lists:** The committee reviewed the priority lists submitted by animal control and recycling.
8. **Update/approval ICRMT Agent:** Chairman Connie Beck introduced Tom Franzen of Scheller Insurance who is an ICRMT Agent and currently represents Mt. Olive and Litchfield. Mr. Paul Hamrock was the County Illinois County Risk Management Trust agent for many years and has since passed, so the County needs another ICRMT agent. Franzen explained that the County has a lot of exposures for liability and is much different than other businesses. Franzen explained that he started doing Risk Management work in 1998 and does this type of work in Illinois and several other States. Franzen provided a Risk Protocol document to review. Committee Chairman Beck read a recommendation letter for Tom Franzen from Jackie King the ICRMT Program Manager. Chairman Hertel had reviewed the insurance document and asked several questions. Treasurer Jenkins stated that the ICRMT deductible is per occurrence and the County currently has a \$5,000 deductible on buildings. Treasurer Jenkins also stated that the County needs ICRMT and IPMG and a good agent to explain the insurance and risk. Mr. Franzen shared a story about the tornado in Mt. Olive and that ICRMT is quick to help municipalities and government entities if there is a major incident within the community. Mike Webb suggested having a sub-committee look at all the insurance with the agent and bring back a recommendation to the committee. Hertel stated that it is very important for the departments to make sure they get their inventory handed in so that it can be covered. If vehicles are not on the inventory, they will not be covered if there is an accident. Mr. Franzen stated that it will be crucial in the next two months to get all the documents and data completed and turned in for insurance coverage. **Motion by Chuck Graden and second by Mike Webb to hire Tom Franzen as the County ICRMT agent for the remainder of 2013 and through November 30th, 2014.** The Committee discussed that the ROE has a separate contract with ICRMT and Superintendent Kassebaum will handle that contract.
9. **Update/Approval Other Business:** None at this time.

Motion by Richard Wendel, second by Chuck Graden to pay the Bills. All in favor, motion carried.

Motion by Mike Webb, second by Chuck Graden to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 10:10 a.m.

Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.