

Montgomery County Board Buildings & Grounds Meeting Minutes

Date: Friday, December 5th, 2014

Time: 8:30 AM – County Board Room

Members Present: Chairman Bob Sneed, Nikki Bishop, Chuck Graden, Gene Miles, Jim Moore,
Richard Wendel and Board Chairman Roy Hertel

Members Absent:

Others Present: Lloyd Meyer

The committee met today to discuss the following:

1. **Update/Approval Maintenance Issues and Report:** Lloyd Meyer reported that there was a bad steam trap on the boiler that had to be replaced by Heise Plumbing. Meyer also reported that he called Hillsboro Electric regarding the grant for the lighting replacements at the New Courthouse and that Russ Jones told him that he has no problem specking out the job. Meyer reported that he and Roy Wilson tore out all the old wall paper and patched holes in Judge Roberts' office and they plan to take out the old wallpaper in the law library.
2. **Update/Approval Tuck-pointing Historic Courthouse:** Bob Sneed has been communicating with Western Waterproofing to address a couple of issues with the tuck pointing on the lower level of the Historic Courthouse. Final Payment will be made when the issues are addressed.
3. **Update/Approval Cleaning Contract for New Courthouse:** Committee discussed the part time employee that cleans the new courthouse and is also working part time at animal control. The employee will be asked if he is interested in full time employment at animal control and the number two person that was interviewed earlier this year will be called and offered the part time cleaning position at the New Courthouse. **Motion by Jim Moore and second by Gene Miles to authorize Bob Sneed to contact and hire Dale Walcher as part time custodian for the New Courthouse if Martin Large goes full time at Animal Control. All in favor, motion carried.**
4. **Update/Approval Communications Tower:** The survey will be done next week and will be recorded if it is approved by Assistant States Attorney Betsy Wilson. Undersheriff Rick Robbins will follow up today with Nail Surveying and advise.
5. **Update/Approval 2015 Building & Grounds Meeting Dates & Time:** The committee discussed having their monthly meetings on the Friday before the Full board meeting at 8:30 am. **Motion by Nikki Bishop and second by Gene Miles to approve the meeting dates and times for 2015. All in favor, motion carried.**
6. **Update/Approval DCEO Lighting Grant:** The grant has been completed and DCEO has the signed paperwork to reimburse the County about \$2,600.
7. **Update/Approval Other Business:** The committee discussed putting up some signage and or painting the area by the fire escape at the Historic Courthouse because the clearance is low.

Motion by Nikki Bishop and second by Richard Wendel to pay the bills. Motion carried.

Motion by Chuck Graden and second by Jim Moore to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 9:30 am

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

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, November 25th, 2014

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 **Megan Beeler**, Economic Development Chairman **Heather Hampton+Knodle**, Road & Bridge Chairman **Gene Miles**, EMA/Ambulance Chairman **Glenn Savage**, Building & Grounds Chairman **Bob Sneed**,

Members Absent:

Others Present: Bill Schroeder and Sandy Leitheiser

The committee met today to discuss the following:

Coordinating: Roy Hertel, Board Chairman

1. **Update/Approval Board Reorganization Date:** Monday, December 1st, 2014. Pictures will be taken.
2. **Update/Approval CEFS Central Illinois Public Transit Monthly Progress Report:** Report was emailed to all board members.
3. **Update/Approval County-wide Connected Water System:** Chairman Hertel has called West Central Development to check for funding options.
4. **Update/Approval Other Business:** None at this time.

Building & Grounds: Bob Sneed, Chairman

1. **Update/Approval Maintenance Issues and Report:** None at this time.
2. **Update/Approval Tuck-pointing Historic Courthouse:** Bob Sneed is still communicating with Western Waterproofing. Sneed reported that he found some areas with the brick on the Historic Courthouse that need to be addressed. The final check will be cut but not mailed until Sneed gets some answers.
3. **Update/Approval Cleaning Contract for New Courthouse:** The committee will review a draft cleaning contract for the part time custodian to review to clean the new courthouse. Betsy Wilson has reviewed the draft and it will be approved by Betsy Wilson. The check will be sent over to Betsy to hold until the paperwork and survey is completed satisfactorily.
4. **Update/Approval Communications Tower:** The survey will be done next week and will be recorded if it is approved by Betsy Wilson. The check will be sent over to Betsy to hold until the paperwork and survey is completed satisfactorily.
5. **Update/Approval Sound System in Board Room:** Has been addressed.
6. **Update/Approval 2015 Building & Grounds Meeting Dates & Time:** Committee will approve.
7. **Update/Approval DCEO Lighting Grant:** Grant has been completed and DCEO has the signed paperwork to reimburse the County about \$2,600.
8. **Update/Approval Other Business:** Need to address putting up some signage by the fire escape. The clearance is low and someone hit their head yesterday.

Economic Development: Heather Hampton+Knodle, Chairman

1. **Update/Approval Dakota Access Pipeline:** Committee will discuss.
2. **Update/Approval Clean Line Energy on Grain Belt Transmission Project:** Beeler reported that there has been a ruling today that was not favorable for Clean Line Energy and more information will be discussed at the committee meeting.
3. **Update/Approval Coal Dust Issues:** Hampton+Knodle stated that she has not seen anything on the wind fences.
4. **Update/Approve Eagle Zinc Cleanup Project:** Leitheiser reported that she attended the public meeting at the High School regarding the Eagle Zinc Cleanup and shared a handout with board members.
5. **Update/Approval MCEDC:** Ronen will serve on this until March. First week in April for the annual meeting.
6. **Update/Approval Planning Commission:** Next meeting will be Jan. 21st. Will discuss storm water issues. Will have an election for officers in January. Chris Reynolds is the acting Chairman.
7. **Update/Approval Workforce Round Table:** Committee will discuss the meeting that was held last week. LLCC reported on a Work Keys program. Employee skills offered by LLC for \$199.

8. Update/Approval Revolving Loan Fund Report: Committee will review the report.
9. Update/Approval 2014 Legislative Priorities and Input: Committee will discuss.
10. Update/Approval Economic Development Fund/Developing Guidelines for Long-Term Improvement Fund:
 - CEO Program: Off to a strong start and have 14 investors on board. The school districts have indicated a positive interest.
 - CEO Franchise Fee:
 - Workforce Development:
 - Infrastructure:
11. Update/Approval 2015 Economic Development Committee Meeting Dates & Time: Committee will discuss.
12. Update/Approval Other Business: Night of Networking will be held in Litchfield at the County Club on December 11th.

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

1. Update/Approval Ambulance Call Reports: Committee will discuss.
2. Update/Approval Collections: Committee will discuss.
3. Update/Approval Tri-Tech Class: Report will be ready in December.
4. Update/Approval Pro-Medic Audit: Report will be ready in December.
5. Update/Approval Hazard Mitigation Plan: Will be approved if we get the state grant.
6. Update/Approval StarCom: Holmes is putting a radio in her truck.
7. Update/Approval HazMat Trailer: Will be moved from Raymond to Nokomis fire department.
8. Update/Approval 2015 EMA/Ambulance Committee Meeting Dates & Time: Will be discussed.
9. Update/Approval Other Business: School emergency meeting was November 18 & 19.

Finance: Joe Gasparich, Chairman

1. Update/Approval SOA Report: Committee will discuss.
2. Update/Approval GIS Report: Committee will discuss.
3. Update/Approval Health Insurance Request For Proposal: Tom Franzen will speak on employee benefit findings.
4. Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report: Committee will discuss the report from Treasurer Jenkins.
5. Update/Approval 2015 Finance Committee Meeting Dates & Time: Committee discussed.
6. Update/Approval School facility sales tax: Committee will discuss the possibility of this request for the ballot.
7. Update/Approval New Accounting Software: Leitheiser reported that two vendors have done a presentation to staff members of the Treasurer and County Clerk's offices.
8. Update/Approval Open Bids to Purchase Two Vehicles for the Sheriff's Department: Bids will be opened.
9. Update/Approval Other Business: None at this time.

HWE: Connie Beck, Chairman

1. Update/Approval Elections: Candidate filing will start in December for the April election.
2. Update/Approval EPA Report: Bill Gonet will report. Committee will discuss.
3. Update/Approval Recycling Program and Events: Ben Bishop will report.
4. Update/Approval Animal Control Facility and Program: Amanda Daniels will report.
5. Update/Approval Workers Compensation Information Effective 1/1/15: Tom Franzen will also present to Full Board.
6. Update/Approval ICRMT Property Casualty Insurance Renewal: Tom Franzen will also present to Full Board.
7. Update/Approval 2015 HWE Committee Meeting Dates & Time: Committee will discuss.
8. Update/Approval Other Business: None at this time.

Personnel: Mary Bathurst, Chairman

1. Update/Approval Employee Supplemental Insurance: Washington Mutual will be allowed to talk with employees.
2. Update/Approval Deferred Compensation: Bathurst reported that she has been doing some checking on how this started.
3. Update/Approval Position in SOA Office: Durston will report.

4. Update/Approval 2015 Personnel Committee Meeting Time: Committee will discuss.
5. Update/Approval Local 773 in the Sheriff's Department: Counter offer was not accepted so a mediator will be sought. Getting dates to start negotiating with the dispatchers' part of Local 773.
6. Update/Approval Personnel Manual: Going to have a small change in one policy for the board to look at. Look at the formula for vacation pay when an employee leaves County employment.
7. Update/Approval Executive Session:
8. Update/Approval Other Business: None at this time.

Road & Bridge: Gene Miles, Chairman

1. Update/Approval Preliminary Service Agreement for East Fork 6th Avenue Township Bridge over Coffeen Lake: Committee will discuss.
2. Update/Approval Highway Capital Improvement Projects: Pine Street in Irving, Nokomis Road: Committee will discuss.
3. Update/Approval Red Ball Trail: Nothing new yet.
4. Update/Approval Pipeline Permit/Road Use Agreement: Board members have copies to review.
5. Update/Approval 2015 Road & Bridge Committee Dates: Approve at Full Board.
6. Update/Approval Other Business: The surplus equipment that was sold last month has been paid for and picked up. Miles stated that he talked with Engineer Smith regarding getting work done on the parking lot across from the New Courthouse. Smith stated that if the weather holds up and it is not too muddy, they might be able to work on the parking lot.

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

Meeting adjourned at 7:45 p.m. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

Economic Development Committee Meeting Minutes

Date: Wednesday, December 3rd, 2014

Time: 7:00 PM – County Board Room

Members Present: Chairman Heather Hampton+Knodle, Nikki Bishop (by phone), Ron Deabenderfer, Tim Hopper, Jay Martin and County Board Chairman Roy Hertel

Members Absent: Megan Beeler

Others Present: Sandy Leitheiser

The Committee met today to discuss the following:

1. **Update/Approval Dakota Access Pipeline:** Committee discussed the project and the draft Road Use Agreement that was given to board members for their review at last month's board meeting. The agreement will need to be approved at the full board meeting.
2. **Update/Approval Clean Line Energy on Grain Belt Transmission Project:** Hampton+Knodle stated that at least eleven board members attended the open forum meeting that was held at the Moose Club this past Tuesday night with representatives from Clean Line Energy for the Grain Belt Transmission Line Project. The committee members felt that we need some clarity on the ICC ruling and didn't like the eminent domain potential. The committee shared some of the discussions that took place between county residents and representatives from Clean Line Energy. Hampton+Knodle stated that she would like a motion from the County Board to inform the ICC that we prefer that they don't grant eminent domain to this company. **Motion by Ron Deabenderfer and second by Tim Hopper that the Chairman will write a letter to ICC that we are against Clean Line Energy getting eminent domain for this project. All in favor, motion carried.** Hampton+Knodle will report at the full board meeting that the County has not made any agreements with this company for this project.
3. **Update/Approval Coal Dust Issues:** Hampton+Knodle reported that she has not had any follow up conversations with the Coal Company regarding the construction of the wind fence nor has she heard anything from the Mehochkos. Chairman Hertel stated that he will contact the coal mine for a follow up on the wind fence. Tim Hopper stated that he has not heard any complaints but thinks there may be some issues at Hillsboro Hospital where some employees are getting coal dust on their cars in the parking lot.
4. **Update/Approve Eagle Zinc Cleanup Project:** Chairman Hertel stated that he has been checking to see if local people will be hired to work on this cleanup project and learned that there will be eight to nine workers hired out of local 1084 to help with this clean up.
5. **Update/Approval MCEDC:**
 - **Grant Writer:** The grant writing services have been contracted out to Steve and Rita Bryant.
 - **Revolving Loan Fund Report:** MCEDC hosted a lunch for 10 area lenders to promote the revolving loan fund. One new request was received.
 - **Eagles Zinc:** There was a public meeting for the Eagle Zinc project in November.
 - **Workforce Development:** A meeting of the workforce roundtable and met with LLCC to talk about the programs they offer to help develop our workforce.
 - **Litchfield Night of Networking:** We have invited all county board members to the Litchfield Night of Networking to be held on December 11, 2014.
 - **Lindsay's Absence:** In Lindsay's absence David Ronen will have the MCEDC phone. If anyone needs anything, please call David.

- **The MCEDC annual meeting** will be held during the first week of April and David Ronen will continue to serve as the chairman until then.
 - **Hampton+Knodle** is checking to see if the MCEDC could be the fiscal agent for the CEO program since they are a 501 c 3.
6. **Update/Approval Planning Commission:** Hampton+Knodle reported that the next meeting will be January 21st and discussion will take place on storm water issues. Kris Reynolds is currently the acting Chairman and they will have an election for officers in January. Chairman Hertel inquired if the Planning Commission would review the county charging a \$25.00 fee for a Structural Notification Permit. A County Employee would give the property owner the form and then they would send payment to the County. We also need to check with the Planning Commission and ask for some guidance regarding the pipe line and transmission line projects.
 7. **Update/Approval Workforce Round Table:** Hampton+Knodle reported that there was a meeting on November 20th and they are planning a training that will address many of the soft skills that were identified at the round table discussion. Jay Martin stated that some people might not be able to pay the fee to attend training.
 8. **Update/Approval Revolving Loan Fund Report:** Hampton+Knodle reported that there was a lunch held for the RLF Board members and that one request was received. Committee reviewed the RLF report and payments have been made. There is a balance of \$187,000 in the RLF.
 9. **Update/Approval 2014 Legislative Priorities and Input:** Committee discussed the need to issue another letter for federal funding for phase II of the Eagle Zinc clean up.
 10. **Update/Approval Economic Development Fund/Developing Guidelines for Long-Term Improvement Fund:**
 - **CEO Program:** Hampton+Knodle stated that they are off to a strong start and have 20 investors on board and that the school districts have indicated a positive interest. Their goal is to have 40 investors by Christmas. They only need 35 to sign the agreement. Hampton+Knodle has been meeting with the school districts and has received a positive response.
 - **CEO Franchise Fee:** There is a one-time franchise fee of \$20,000 and an annual fee of \$3,000 with a three year commitment. After December 31st, 2014 the franchise fee will be \$25,000 and a fee of \$5,000 with a three year commitment. **Motion by Tim Hopper and second by Jay Martin to pay the \$20,000 franchise fee to the Midland Institute. All in favor, motion carried.** Next step would be to hire a facilitator. The Franchise fee includes training the facilitator, support of the CEO board and mentor training.
 - **Infrastructure:** We are waiting on a legal opinion from UCCI for Betsy Wilson and Hampton+Knodle to review.
 11. **Update/Approval 2015 Economic Development Committee Meeting Dates & Time:** The committee will meet on Wednesday, January 7th and the November meeting will be held on Wednesday the 18th. **Motion by Nikki Bishop and second by Tim Hopper to approve the meeting dates for 2015. All in favor, motion carried.**
 12. **Update/Approval Other Business:** Night of Networking will be held in Litchfield at the County Club on December 11th. A speaker from the CEO program and alumni from the program will be there. Hampton+Knodle asked committee members to think about ideas for population recruitment. Clerk Leitheiser stated that the committee needs to be aware that some school districts may be putting on a special tax referendum on the April 2015 ballot. The school boards would have to pass resolutions and submit to the ROE office and then to the County Clerk's Office by the end of January. The County board would not have to take action.

There are no bills at this time.

Motion by Jay Martin and second by Nikki Bishop to adjourn the meeting. All in favor, motion carried.

Meeting was adjourned at 8:20 PM. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

Montgomery County Board

EMA/Ambulance Committee Meeting Minutes

Date: Tuesday, December 2nd, 2014

Time: 3:30 PM – EMA Office

Members Present: Chairman Glenn Savage, Chuck Graden, Bill Bergen, Ron Deabenderfer,
Joe Gasparich, Tim Hopper and County Board Chairman Roy Hertel

Others Present: Chief Sumpter

Ambulance Call Reports:

Collections: Collections: Old System \$85.00, New System \$63,871.19 Total \$63,956.19

AMBULANCE REPORT:

1. **Update/Approval Waterloo Training:** Staff members attended billing training in Waterloo on October 21st and 22nd.
2. **Update/Approval ProMedic Audit:** The Committee reviewed the report submitted by ProMedic Consultants who are an ambulance billing management and consulting company. Recommendations include continuing to provide access to regular training seminars for employees that are provided by insurance companies and software vendors. Gasparich stated that he has problems with the report because there is no real information. The report is subjective statements with no rationalization. Holmes stated that this company was recommended by Tri-Tech and that she will contact the Auditor to see if we can get numbers. Gasparich also stated that we need more raw data and feels that we should not hire this auditor again. Graden agrees that the audit report is poor and doesn't provide any data. Holmes reported that this type of audit is only required every three years.
3. **Update/Approval Tri-Tech Software:** Director Holmes stated that she has a quote from Tri-Tech in the amount of \$1,585 for ambulance billing software. This software update is faster, has better reporting and would require less paper files. **Motion by Chuck Graden and second by Bill Bergen to approve the purchase of the Tri-Tech Software in the amount of \$1,585. All in favor, motion carried.**

EMA:

1. **Update/Approval School Emergency Training Class:** Glenn Savage stated that the two day class was held in November at the KC Hall. Educators from Montgomery and Christian County were present at the free class that was given by Texas A & M and Joe Gasparich.
2. **Update/Approval HazMat Trailer:** Glenn Savage reported that the HazMat trailer is being stored at the Nokomis Ambulance shed thanks to Joletta Hill.
3. **Update/Approval Regional Meeting December 19th, 2014:** Savage reported that the regional meeting was cancelled due to the unrest activities in Ferguson, MO.
4. **Update/Approval Mitigation Meeting:** Savage reported that four meetings need to be scheduled with the communities that want to participate in the Hazard Mitigation Plan. Holmes will contact Greg Michaud. Michaud has also requested two truck traffic counters to count trucks on the state routes in the County. Rich Hewitt has volunteered and Holmes is looking for another.
5. **Update/Approval EMA Committee Meeting Dates for 2015:**
6. **Update/Approval Panic Alarm Testing:** Savage reported that Director Holmes tested the panic alarms at the Historic Courthouse and found that five new ones were installed in the Treasurer's office. One alarm in the Circuit Clerk's Office did not work because a toggle switch had been turn off but it is now working properly.
7. **Update/Approval Accreditation:** Holmes stated that the EMA office has maintained the State of Illinois Emergency Status and will receive accreditation for grant money.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
11/3/14	25	32	10	2	1	70
11/10/14	35	22	10	5	0	72
11/17/14	35	39	20	1	0	95
11/24/14	31	49	6	1	0	87
	125	142	46	9	1	324

Processed Reports

Pay the Bills: Motion by Chuck Graden and second by Joe Gasparich to approve the bills. All in favor, motion carried.

Adjourn: Motion by Ron Deabenderfer and second by Tim Hopper. All in favor, motion carried.

Time: 4:15 pm

Minutes respectfully submitted by acting Secretary Christine Daniels as deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

Montgomery County Board

Finance Committee Meeting Minutes

Date: Thursday, December 4th, 2014

Time: 6:00 PM – County Board Room

Members Present: Vice Chairman Joe Gasparich, Mary Bathurst, Connie Beck,
Heather Hampton+Knodle, Mike Plunkett and Board Chairman Roy Hertel

Members Absent: Chairman Megan Beeler

Others Present: Sandy Leitheiser, Ray Durston, Rick Robbins and Tom Franzen

The committee met today to discuss the following:

1. **Update/Approval Open Bids to Purchase Two Vehicles for the Sheriff's Department:** One bid was opened for the Sheriff's Vehicles that was advertised a couple of weeks ago. Gasparich opened the bid from Roger Jennings for the two 2014 Chevy Tahoe PPV Police Interceptor four-wheel drive units. The delivered price per unit is \$30,828.60 for a total on two units of \$61,657.20. The total allowance for the two 2011 Ford Crown Victorias that are being traded in is \$7,000.00 leaving a balance of \$54,657.20 plus any applicable license and title fees. Undersheriff Robbins reported that one of the Crown Vic's has about 68,000 miles and the other has about 70,000 miles. **Motion by Mary Bathurst and second by Mike Plunkett to approve the purchase of the two 2014 Tahoes in the amount of \$54,657.20 from Roger Jennings which includes the trade in of two Crown Victorias for \$7,000 . All in favor, motion carried.**
2. **Update/Approval SOA Report:** Ray Durston reported that the abstract was mailed on 10-29-14 and that the multiplier came back 1.0. Next year is the quad year. Durston stated that the Board of Review had 150 complaints and their inspections were finished yesterday. Durston reported that he attended the IACO Conference in Peoria and that he hired Sara Batty as of 12-29-14 for the full time position in his office. Durston reported that he will contact Pictometry to have them finish the flyover for the rural areas of the County. Leitheiser and Durston worked on the GIS Technician position to advertise in the newspaper. Durston stated that he will need Bruce Harris and Associated to help with the parcel mapping until a GIS Technician is hired.
3. **Update/Approval Health Insurance Review:** Tom Franzen shared some information that he compiled regarding the employee health insurance. Tom Franzen reported that he met with Treasurer Jenkins to review the current employee health insurance and found that the benefit levels are fine and we are complying with affordable care act. Fixed costs are about \$1 million. The amounts we are charging our employees is adequate. Our max out of pocket is just under \$2 Million. We are not getting any break on dental and after reviewing the discounts from Health Insurance Networks, we have the potential for more savings.
4. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:** The Committee discussed the reported that were prepared by Treasurer Jenkins.
5. **Update/Approval 2015 Finance Committee Meeting Dates & Time:** The committee discussed and approved their meeting dates and times for 2015. They will start meeting on the Thursday before the full board meeting at 8:30 am.
6. **Update/Approval School facility sales tax:** The committee discussed the possibility of the school districts wanting to put a sales tax referendum on the April 2015 ballot.

7. **Update/Approval New Accounting Software:** Two vendors came and demoed the accounting software to the County Clerk and Treasurer's staff. A poll was taken among staff members between the CIC and Zobrio companies. Employees preferred Zobrio. This company will be asked to come and give a presentation to the Finance and Personnel Committees for the Human Resource component part of the software. Zobrio is more local for tech support and service.
8. **Update/Approval Regional Office of Education Quarterly Report:** Committee reviewed the quarterly and annual ROE report. **Motion by Mary Bathurst and second by Mike Plunkett to recommend the approval of the ROE quarterly and annual reports to the full board. All in favor, motion carried.**
9. **Update/Approval Other Business:** Joe Gasparich reported that he received a call from Circuit Clerk Holly Lemons regarding a budget request. The committee discussed whether or not to amend the budget that was just passed last month and did not take any action.

Motion by Mary Bathurst and second by Mike Plunkett to approve the payment to ESRI in the amount of 4,850 and to Bruce Harris & Associates for \$1,250. All in favor, motion carried.

Motion by Connie Beck and second by Mary Bathurst to pay bills and approve payroll. All in favor, motion carried.

Motion by Mary Bathurst and second by Heather Hampton+Knodle to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 8:25 pm. The summaries of minutes were respectfully submitted by acting secretary Chris Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

HWE Committee Meeting Minutes

Date: Thursday, December 4th, 2014

Time: 8:30 AM – County Board Room

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

Others Present: Ben Bishop, Tom Franzen, Bill Gonet and Sandy Leitheiser

The committee met today to discuss the following:

1. **Update/Approval Elections:** County Clerk Leitheiser reported on the recent bill that was passed by the House and Senate relating to same day voter registration and other election changes that will be implemented in June, 2015 if signed by the Governor. She also told members that Candidate filings for the April 7, 2015 Consolidated Election will occur from December 15th through 22nd, 2014. She explained the provisional ballot process to members, which will be needed due to same day voter registration. She stated if she has any questions on whether provisional ballots should be cast, the States Attorney's Office assists her with this process. The Committee also discussed the procedures used should the school facilities sales tax referendum be placed on the April Ballot as certified by ROE Supt. Marchelle Kassebaum.
2. **Update/Approval EPA Report:** Bill Gonet stated that he has been talking with Chairman Hertel and Connie Beck about his role in the building permit process and passing out building notification forms for property owners that are building something new. The building permit fee would be sent to the SOA office.
3. **Update/Approval Recycling Program and Events:** Ben Bishop reported that he did a short segment on WSMI radio.
 - Nokomis Drop Shed was so full that Bishop had to send another truck up to help get all the materials. Bishop has addressed the City Council about the problem and asked to be allowed to put two dumpsters for cardboard, however the council would not allow it. Bishop has checked with Stewarts Sanitation and they can go and get it like other places in the county.
 - Cardboard from Litchfield Businesses – Chairman Hertel stated that we are checking to see if we can get these businesses to start recycling with the County.
 - Need about ten 90 Gallon Toters. Bishop will check CMS surplus.
 - Box Truck Issues/Purchase – Bishop has been checking with the dealerships for a used box truck that would be the right size to fit our needs and be able to back up to a loading dock and double stack the materials. Bishop will check with other dealerships and get some prices.
 - Electronics Recycling Drive – Bishop explained that he talked with Joanne Anderson at National Bank about applying for a grant to help with the cost of hosting an Electronics Recycling Drive. Costs to collect TV's will be \$20 to \$40. It will cost between \$8,000 to \$12,000 to do an electronics drive. Joanne stated that there might be some grant money. The landfill can't take tv's anymore. Salvation Army and Goodwill will only take working flat screen TV's. The County can't charge the public to take their TV's. The committee discussed having an electronics recycling drive where the recycling company comes in and just takes TV's and people would pay them directly to take their TV's. We could then schedule another electronics drive to collect everything else.

- Revenues and Expenses: Mike Webb stated that we should look at the revenues and expenses to run the recycling program over a three to five year period and get a dollar per ton. We need to know what our costs are.
 - Need a propane tube heater. Gasparich suggested getting a hanging heater because the tube heaters have fumes. **Motion by Gasparich and second by Graden to purchase a heater for up to \$500. All in favor, motion carried.**
 - Baler issues: The plate is worn out. \$1,240 proposal to fix the plate and blade.
 - Tony Bergman accepted a union position and put a two week notice in. Wed. the 19th will be his last day. Bishop needs to hire for a part time position.
 - Fork Lift training has been scheduled for December 15th, 2014.
4. **Update/Approval Animal Control Facility and Program:** Connie Beck reported that they are working to revise the contracts with the municipalities to charge for mileage
5. **Update/Approval Workers Compensation Information Effective 1/1/15:** Tom Franzen shared a report for the Workers Compensation. **Motion that the finance committee sets up a risk management fund to use it for loss control and safety and for future premiums. All in favor, motion carried. Motion by Mike Webb and second by Richard Wendel to approve the new premium of \$76,904. All in favor, motion carried.** Last year the premium was \$83,678.
6. **Update/Approval ICRMT Property Casualty Insurance Renewal:** Tom Franzen reported that the county saved about \$4,200 by going to higher deductibles. The premium was approved last month and is down about 8%. Franzen reported that the Sheriff's Department is working on a policy and procedure manual with ICRMT. Forklift training will be given to the Recycling Center Employees. Franzen concluded his report and stated that our risk transfer and culture is in great shape.
7. **Update/Approval Other Business:** None at this time.

Motion by Joe Gasparich and second by Richard Wendel to pay the Bills. All in favor, motion carried.

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

Meeting adjourned at 10:15 a.m.

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

Montgomery County Board

Personnel Committee Meeting Minutes

Date: Thursday, November 20th, 2014

Time: 8:00 AM – County Board Room

Members Present: Chairman Mary Bathurst, Joe Gasparich, Jay Martin, Jim Moore, Mike Plunkett, and Board Chairman Roy Hertel

Members Absent: Dave Ronen

Others Present: Ray Durston

The committee met to discuss the following:

1. **Update/Approval Employee Supplemental Insurance:** The committee had a lengthy discussion regarding the origin of how supplemental insurance companies work with the County Employees for payroll deduction. Toby Dean and Tom Kelty from PMA insurance have come to the past couple of meetings to see if they can offer their supplemental insurance to the employees. Motion by Joe Gasparich and second by Jim Moore to allow PMA insurance to come in and visit with the employees and offer their supplemental insurance for one year and we will visit this issue again next year. They must sign up at least 10 employees and the committee will allow them some time to come in and talk with the employees. Plunkett votes no, motion carried. Motion by Jay Martin and second by Mike Plunkett that Valic can come in and talk to all their current clients to make arrangements with them to move them from the County Payroll deduction to a private payment. All in favor, motion carried.
2. **Update/Approval Position in SOA Office:** Durston reported that he has completed the interviews for the full time open position in his Office and will be making a decision soon.
3. **Update/Approval 2015 Personnel Committee Meeting Time:** Committee discussed a meeting time for 2015. The committee discussed starting their meetings at 8:30 am on the last Thursday of the month. This will take place for the meeting on the fourth Thursday of December.
4. **Update/Approval Local 773 in the Sheriff's Department:** The committee will set up a meeting with Local 773 business representative Bill Troutt as soon as possible to discuss and try to finalize the last counter proposal.
5. **Update/Approval Personnel Manual:** The full board received a draft copy of the revised personnel manual and no one has come forward with any input yet.
6. **Update/Approval Executive Session:**
 - Motion by Joe Gasparich and second by Jim Moore to Go Into Executive Session. All in favor, motion carried. Time: 8:20 am
 - Motion by Jim Moore, and second by Jay Martin to Come Out of Executive Session. All in favor, motion carried. Time: 9:10 am
7. **Update/Approval Other Business:** None at this time.

Motion by Joe Gasparich, second by Jim Moore to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 10:05 p.m.

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

Montgomery County Board

Road & Bridge Committee Meeting Minutes

Date: Wednesday, December 3rd, 2014 **Time:** 8:30 AM – Highway Department

Members Present: Gene Miles, Earlene Robinson, Glenn Savage, Bob Sneed, Mike Webb, Evan Young, and County Board Chairman Roy Hertel

Others Present: County Engineer Kevin Smith

The Committee met today to discuss the following:

1. **Update/Approval Highway Capital Improvement Projects: Pine Street in Irving, Nokomis Road:** Chairman Miles stated that he would like to do something with these projects and that more conversations need to be held with Irving and Nokomis. Engineer Smith stated that he spoke with township road commissioner Bill Bailey and he is happy that the county would fix this road and then take over the maintenance of it. Smith explained that the road would be moved a little and straightened out. The cost estimate would be about \$600,000 and the highway department would do the work. There will be a base of CA6 rock put down and left so the winter freeze and thaw would help it out and then they would work on it again in the spring. This would upgrade this road to 80,000 pound and it will be wider than what is there now. Miles also reported that we need to check with Irving to see how much they can pay for their road project. Engineer Smith stated that he will pursue getting the fuel tanks replaced. There have been issues with the 560 gallon tanks and times when fuel gets short. It will help by them being replaced with two 1,000 above ground tanks. The new tanks would have a keyed system that would keep track of how much fuel each department uses. There is \$114,000 allocated in the FY2015 budget out of the coal money. Engineer Smith will also work with the State Fire Marshall's Office to get the old tanks removed.
2. **Update/Approval East Fork 6th Avenue Township Bridge over Coffeen Lake:** Engineer Smith reported that at the last county board meeting it was mentioned that there is a possibility that the coal mine would be going out to the 6th Avenue bridge over the Coffeen Lake. Smith stated that he talked with Chad Fusion from the coal mine and he did say the coal mine might be there in about seven years. Engineer Smith recommends holding off on replacing the deck beams on this bridge that currently has a 16 ton weight limit. Smith stated why fix it now and then have the possibility of it being damaged when the coal is mined. Evan Young asked if the bridge deteriorates further, if the weight limit would be reduced again. Engineer Smith stated that the current deck beams should hold out for the next seven years. There is not a lot of truck traffic on that road now, so it should last. There are other roads in the area that the larger vehicles use.
3. **Update/Approval Walshville Twp Bridge, 3rd Avenue Engineering Agreement:** Engineer Smith reported that the weight limit on this bridge is 22 tons due to the deterioration of the deck beams and it would cost about \$384,000 to replace it. This bridge is a three span and 160 foot long. The deck beams are about 66% of the cost. Hurst-Rosche can do the preliminary Engineering work for \$30,500. There are about 12 bridges in the county with weight limits on them. **Motion by Earlene Robinson and second by Glenn Savage to recommend the approval of the Engineering Agreement with Hurst-Rosche Engineers in the amount of \$30,500 for the Walshville Township Bridge. All in favor, motion carried.**

4. **Update/Approval Red Ball Trail:** Engineer Smith stated that there have been no responses from the Surety Company yet.
5. **Update/Approval Pipeline Permit/Road Use Agreement:** Engineer Smith reported that he shared a copy of the Road Use Agreement last month to board members and this month he is sharing a "draft" of the Utility Permit. The permit will actually take care of what the company is doing on the road they are going under. The road use agreement covers the roads that they are traveling on. Both the road use agreement and the Utility Permit would work hand in hand. The Road use agreement could be adjusted for use for the other local agencies. The County Highway Engineer has the final say and any repairs must meet his satisfaction to make sure the work meets the specifications. The committee discussed the need to establish a price for issuing a bond. Smith stated that the bond would have to be large enough to cover any potential damages. We would need to know the amount of miles of road the company would use so we could estimate the potential damages so Smith would know how to set the price for the bond. Engineer Smith stated that he will be showing the Utility Permit document to Assistant States Attorney Betsy Wilson for her to review.
6. **Update/Approval 2015 Fuel Letting:** Engineer Smith will advertise for bids to be opened at the regular January Road and Bridge meeting.
7. **Update/Approval 2015 Rock Letting:** The committee scheduled the road letting for Wednesday, January 28th at 9:30 am at the Highway Department.
8. **Update/Approval New Equipment Purchase:** Engineer Smith stated that the backhoe needs to be replaced due to the final criteria for tier 4 emissions. The price will go up \$10,000 to \$12,000 due to the new emission regulations. Smith feels if the back hoe is ordered not, we will get the best deal. Smith also reported that there have been some electrical issues with the seat. The current back hoe is a 2005 and has 2072 hours on it. Smith has discussed this with the mechanic Carl and he also recommends replacing the back hoe at this time. Estimates received would be about \$64,000 to \$65,000 after the trade in. Dustin Sefton and Carl also recommend adding a chisel hammer attachment for the back end. **Motion by Evan Young and second by Mike Webb to approve the advertisement of bids for a new back hoe and attachment. All in favor, motion carried.**
9. **Update/Approval Other Business:** Engineer Smith stated that they will get to the new parking lot by the new Courthouse.

Road and Bridge Report: Montgomery County Forces have been patching roads, checking and replacing signs, and performing winter operations.

Motion by Earlene Robinson and second by Bob Sneed to Pay Bills. All in favor, motion carried.

Motion by Bob Sneed and second by Glenn Savage to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 10:10 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.