

## Montgomery County Board Coordinating Committee Meeting Minutes

Date: Tuesday, July 29<sup>th</sup>, 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 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:

The committee met today to discuss the following:

**Coordinating:** Roy Hertel, Board Chairman

1. Update/Approval County Fair Queen Shayla Grosenheider to attend upcoming Full Board: Notify Toby Dean.
2. Update/Approval IPWMAN: Barb Stiehl from IPWMAN will attend Full Board meeting.
3. Update/Approval CEFS Central Illinois Public Transit Monthly Progress Report: Will be given
4. Update/Approval Designation of Depositories: Action at Coordinating, Treasurer Jenkins
5. Update/Approval Circuit Clerk's Office to use Board Room as Jury Holding Room: Trial September 22,23,24

**Building & Grounds:** Bob Sneed, Chairman Meeting date – August 8<sup>th</sup> at 1:00 pm

1. Update/Approval Budgeting for B & G / Capital Improvement Projects: tuck pointing and sealing the Historic Courthouse- is grant funding available
2. Update/Approval HVAC at Courts Complex: Committee will discuss.
3. Update/Approval Communications Tower: Committee will review and discuss the option.
4. Update/Approval Maintenance Issues and Report:
  - approved to get a bid for exterior lights at the New Courthouse contingent on getting a grant. Lloyd to contact Hillsboro Electric, A & D Electric and Watson Electric
5. Update/Approval List of Vendors to Implement Tiers: Committee discussed using the vendor's current insurance certificate values to assign the tier for the company.
6. Update/Approval Open Bids to Demolish and Remove Debris for Two Buildings: Bids due August 7<sup>th</sup> at 3:00 p.m.
7. Update/Approval Other Business: None at this time.

**Economic Development:** Heather Hampton+Knodle, Chairman Meeting date – August 6<sup>th</sup> at 7:00 pm

1. Update/Approval Potential Business: Will come to the meeting.
2. Update/Approval Mehochko Home: Tabled the air monitoring issue until the EPA or the coal mine can address it.
3. Update/Approval Planning Commission: Next meeting is Wednesday, August 27<sup>th</sup> from 5:30 p.m. to 8:00 p.m. at the Annex.
4. Update/Approval Green Diamond Bike Trail: Hampton+Knodle will visit the trail and report.
5. Update/Approval Revolving Loan Fund Report: Wagahoff will have the reports.
6. Update/Approval Revolving Loan Fund Policy & Procedure Manual Changes: Committee will review.
7. Update/Approval 2014 Legislative Priorities and Input: Committee will discuss.
8. Update/Approval Economic Development Fund/Developing Guidelines for Long-Term Improvement Fund: Committee will look at the compiled information.
9. Update/Approval County Wide Connected Water System: Committee will discuss.
10. Update/Approval Other Business:

**E.M.A./Ambulance:** Glenn Savage, Chairman Meeting date – August 5<sup>th</sup> at 3:30 pm

1. Update/Approval Ambulance Call Report for June & July 2014: Committee will receive the reports.
2. Update/Approval Collections: Committee will receive the reports.
3. Update/Approval Internal Audit: August 12, 13, 14
4. Update/Approval Mitigation Meetings: Meetings set up when Michaud gets paperwork back.

5. Update/Approval Panic Alarms: Judge's office will get alarms.
6. Update/Approval County Incident Management Teams: Start meetings in October.
7. Update/Approval IEMA Conference: September 2-5. The September Committee meeting will need to be changed.
8. Update/Approval Municipality Intent Letters Sent on Hazard Mitigation Plan: Sign up for 5 year update.
9. Update/Approval Regional Meeting: August 1<sup>st</sup> at Fairview Heights.
10. Update/Approval Code Red Funding: Ask Finance Committee
11. Update/Approval Mutual Aid Agreement: Committee will discuss.
12. Update/Approval Litchfield Dispatching Services: Committee will discuss.
13. Update/Approval School Emergency Planning Class: Tentatively set November 18<sup>th</sup> and 19<sup>th</sup>
14. Update/Approval Other Business:

**Finance:** Joe Gasparich, Chairman *Meeting date – August 4<sup>th</sup> at 8:15 am*

1. Update/Approval SOA Report: Durston will give his report.
2. Update/Approval GIS Report: Purcell will contact Beacon for a solution to the blending problems.
3. Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report: Committee will review the reports from Treasurer Jenkins.
4. Update/Approval FY 2015 Budget: Committee will discuss any changes.
5. Update/Approval Litchfield Dispatching Services: Committee will discuss.
6. Update/Approval Health Insurance for Budget Year 2015/2016: Committee will discuss.
7. Update/Approval Other Business:

**HWE:** Connie Beck, Chairman *Meeting date – August 7<sup>th</sup> at 8:30 am*

1. Update/Approval Elections: County Clerk Leitheiser
2. Update/Approval Recycling Program and Events: Ben Bishop will give a report.
3. Update/Approval EPA Report: Bill Gonet will give a report.
4. Update/Approval Animal Control Facility and Program: Committee will discuss.
  - Animal Control Warden Ad
  - Contract with Litchfield:
5. Update/Approval Other Business:

**Personnel:** Mary Bathurst, Chairman *Meeting date – July 31<sup>st</sup> at 8:30 am*

1. Update/Approval Personnel Manual: The committee will review sections 3.4 to 3.12 for July's meeting.
2. Update/Approval Local 773 in the Sheriff's Department: Local 773 business agent Bill Troutt to exchange proposals and start union negotiations at next regular Personnel meeting on Thursday, July 31<sup>st</sup> at 10:00 am. Start time of committee meeting is 8:30 a.m.
3. Update/Approval Other Business:

**Road & Bridge:** Gene Miles, Chairman *Meeting date – August 6<sup>th</sup> at 8:30 am*

1. Update/Approval Red Ball Trail: Committee will discuss any updates with Betsy Wilson
2. Update/Approval Other Business:

Motion by Connie Beck, second by Bob Sneed to adjourn the meeting. All in favor, motion carried.  
 Meeting adjourned at 7:50 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

## Buildings & Grounds Meeting Minutes

**Date:** Friday, August 8<sup>th</sup>, 2014

**Time:** 1:00 p.m. – County Board Room

**Members Present:** Chairman Bob Sneed, Nikki Bishop, Ron Deabenderfer, Gene Miles, Jim Moore, Richard Wendel, and Board Chairman Roy Hertel

**Others Present:** Greg Nimmo, Lloyd Meyer and Kevin Smith

The committee met today to discuss the following:

- 1. Update/Approval Budgeting for B & G / Capital Improvement Projects:** Committee Chairman Bob Sneed reported that he met with Western Waterproofing regarding different options to tuck point and seal the Historic Courthouse. The committee discussed the options and proposal from Western Waterproofing to tuck point and seal the Historic Courthouse is different stages and thought that we could start by doing the bottom portion of the Historic Courthouse. **Motion by Nikki Bishop and second by Gene Miles to recommend to the full board that we accept the proposal of \$22,450 by Western Waterproofing to do the bottom portion of the Historic Courthouse. All in favor, motion carried.**
- 2. Update/Approval HVAC at Courts Complex:** Lloyd Meyer reported that the new HVAC unit is running OK and there have been no issues.
- 3. Update/Approval Communications Tower:** The committee discussed the options for better radio communications. Greg Nimmo was present to give an update on the costs to renovate the tower on the Cervi property and to answer questions. Nimmo stated that it would cost \$175,000 for a brand new tower structure and put in place on a piece of property that would have to be purchased. This doesn't include the concrete, storage etc. A new tower would not fit in the current location at the Jail. Nimmo stated that the current Tower is over loaded and over capacity and is a safety issue if there are any high winds. The committee discussed the option and costs of purchasing the used tower on the Cervi property and the estimated cost of \$124,030. After a lengthily discussion, the committee discussed having the full board decide whether the used tower on the Cervi property should be purchased.
- 4. Update/Approval Maintenance Issues and Report:** by Lloyd Meyer
  - Hillers replaced the gutter on the southwest corner and on the west side of the courthouse. Also replaced flashing on the southwest corner.
- 5. Update/Approval List of Vendors to Implement Tiers:** Committee discussed using the vendor's current insurance certificate values to assign the tier for the company. The County Board Office will get information to the vendors before any projects are started.
- 6. Update/Approval Open Bids to Demolish and Remove Debris for Two Buildings:** Five bids were received for the demolition of the two properties. Bids received to demo and remove the debris are as follows: Cloyd Excavating = \$15,000 for the Ohlman building and \$12,500 for the house in Butler. Lessman Excavating = \$12,362 for Ohlman and \$14,306 for Butler. Midwest Crane in Irving submitted \$15,000 for Ohlman and \$6,500 for Butler. Nokomis Excavating = \$7,800 for Ohlman and \$6,880 for Butler. Greentrac, LLC = \$16,080 for Ohlman and \$7,640 for Butler. **Motion by Gene Miles and second by Jim Moore to recommend to the full board the low bid from Midwest Crane in the amount of \$6,500 for the demolition and removal of the house in Butler and the low bid from Nokomis Excavating in the amount of \$7,800 for the building in Ohlman. All in favor, motion carried.**
- 7. Update/Approval Historic Courthouse Building Keys:** The committee discussed how the building keys for the Historic Courthouse would be issued. They are currently assigned to employees that work in the building and to committee chairman. Each political party is also assigned one key. There was a request for a couple of additional keys. After discussion, Jim Moore stated that he will be responsible for an additional key.
- 8. Update/Approval Emergency Lights:** Lloyd Meyer will take care of the batteries in the emergency lights that are showing a trouble light.
- 9. Update/Approval Other Business:** Chairman Hertel stated that there has been some discussion regarding the demolition of the building in Harvel next to the fire department. The Raymond/Harvel Fire Protection District will donate \$500 to the County if the County will hire someone to knock down the building. They would also like to take ownership of the property once the building is gone. If the County can take the building down, Raymond/Harvel Fire department will get the property cleaned up. **Motion by Bishop and second by Jim Moore to get bids on tearing down the building on the County Trustee Parcel in Harvel. A ladder was purchased for the GIS office. Neuhaus Heating and Air was working on the air handler at the Jail and stated that they will need to be replaced in the next couple of years.**

Motion by Nikki Bishop, second by Richard Wendel to pay the bills. Motion carried. Motion by Jim Moore, second by Richard Wendel to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 3:00 p.m. Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

# Montgomery County Board

## Economic Development Committee Meeting Minutes

**Date:** Wednesday, August 6<sup>th</sup>, 2014

**Time:** 7:00 PM – County Board Room

**Members Present:** Chairman Heather Hampton+Knodle, Megan Beeler, Nikki Bishop, Ron Deabenderfer, Jay Martin, Dave Ronen and County Board Vice Chairperson Mary Bathurst

**Members Absent:** County Board Chairman Roy Hertel

**Others Present:** Sandy Leitheiser and Lindsay Wagahoff

The Committee met today to discuss the following:

1. **Update/Approval Potential Business:** Lindsay Wagahoff reported that the potential business asked to come to tonight's meeting, but they did not show up.
2. **Update/Approval Mehochko Home:** The Committee discussed that there has been no significant change in regards to the coal dust issue with the coal mine putting water on the coal piles. Hampton+Knodle stated that there has been no movement by the coal mine because they were busy fighting an underground coal fire. The fire is now out and water is being pumped out of the coal mine. The workers have not gone back into the coal mine yet. Hampton+Knodle stated that the committee needs to approve a letter to EPA regarding the air monitoring issues. Beeler stated that she is more comfortable since follow-up contact has been made. **Motion by Jay Martin and second by Dave Ronen to send a letter to EPA requesting air monitor at all 4 compass points within a mile of the Deer Run Mine. All in favor, motion carried.** Hampton+Knodle stated that Bill Gonet was going to call his contacts to find out how to pursue the air monitors. Committee discussed the water samples that were taken on July 31<sup>st</sup>, from the creek by the coal mine. Committee discussed the need for further discussions with the coal mine to see how they are progressing on the coal dust issues.
3. **Update/Approval MCEDC:** MCEDC Board meeting dates are: Sept. 11<sup>th</sup>, & Nov. 13<sup>th</sup> at 4:15 p.m. in the Conference room. Lindsay Wagahoff stated that the prime contractor for the Eagle Zinc project should be accepting bids from sub-contractors at the end of August/early September. The second video of "It's Always Sunny in Montgomery County" has been filmed and released. During this episode, we went to Ice Cream Man in Litchfield, IL and featured the Headache challenge. For this year, 9 EDGE Visits have been completed. Wagahoff stated that they will continue to work with communities on their priorities so we will be ready for submission in October to West Central Development for the CEDS document. First Financial Bank of Hillsboro was welcomed as a new member and the newsletter went out at the end of July. MCEDC will be hosting the Montgomery County Summit on October 23 at Lincoln Land Community College-Litchfield. The County Board will be touring the Pioneer facility after the September board meeting. MCEDC will be hosting another Starting Your Business in IL Workshop on Tuesday, September 9, at 6:00 pm at Lincoln Land Community College-Litchfield. Lincoln Land Community College is still working to get the grant renewed for the 2014-2015 fiscal year for the Weatherization Grant. MCEDC is in the process of scheduling a workforce development roundtable. Wagahoff reported that they have heard from willing participants on their availability, and are just trying to find a time for everyone to meet. They are also working with the City of Litchfield on a few ideas for workforce. The committee discussed laws that have changed regarding independent contractors and how that would affect payroll taxes and insurance benefits for Wagahoff's position.

4. **Update/Approval Planning Commission:** The next meeting is scheduled for Wednesday, August 27<sup>th</sup> from 5:30 p.m. to 8:00 p.m. at the Annex.
5. **Update/Approval Green Diamond Bike Trail:** Hampton+Knodle stated that she and a few of her children visited the Green Diamond Bike Trail. Rick Robbins and Engineer Kevin Smith also went to assess the condition of the trail. The first 1.5 miles from the Farmersville entrance of the bike trail is what needs some work. Engineer Smith stated that they could apply a cold pack to the surface at the Farmersville part of the trail for about \$600. The whole trail doesn't need to be oiled at chipped at this time. Hampton+Knodle will advise Pitman Township Road Commissioner Tony Krager.
6. **Update/Approval Revolving Loan Fund Report:** Wagahoff reported that payments are being made.
7. **Update/Approval Revolving Loan Fund Policy & Procedure Manual Changes:** Hampton+Knodle stated that changes have been made to the RLF Policy & Procedure Manual and are ready for the RLF Board to review and approve at their next board meeting that is scheduled for August 19<sup>th</sup> at 7:00 am. If the RLF board is OK with the changes, then the draft document will come back to the Economic Development Committee to approve and recommend to the full board at their September meeting. The full board will then review the changes to the policy and procedure manual and approve at their October meeting.
8. **Update/Approval 2014 Legislative Priorities and Input:** Hampton+Knodle reported that she will draft a letter this month for the committee to review that would be addressed to Congressmen, Senators and the Governor requesting funding for part 2 of the Eagle Zinc project. **Motion by Megan Beeler and second by Jay Martin to send a letter to ask members of Congress and the Senate and to the Governor to request that funding to be allocated for the Eagle Zinc phase II clean up. All in favor, motion carried. Motion by Megan Beeler and second by Ron Deabenderfer to send a letter to USEPA objecting to their proposed stamp on regulations for coal fired power plants and emissions. All in favor, motion carried.**
9. **Update/Approval Economic Development Fund/Developing Guidelines for Long-Term Improvement Fund:** Hampton+Knodle stated that she received 19 responses from the survey that was sent out to 61 business people and mayors. Hampton+Knodle compiled the responses into a document so the committee could review and discuss. This document will also be shared at the full board meeting.
10. **Update/Approval County Wide Connected Water System:** Hampton+Knodle stated that Joe Gasparich will get this issue on the County Hazardous Mitigation Plan and that Lindsay Wagahoff will get it added to the West Central Planning CEDS document.
11. **Update/Approval Other Business:** Hampton+Knodle shared an article regarding Illinois receiving one of the worst grades for small business friendliness.

There were no bills to pay.

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

Meeting was adjourned at 8:30 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:** August 5<sup>th</sup> 2014

**Time:** 3:30 PM – EMA Office

**Members Present:** Chairman Glenn Savage, Joe Gasparich, Chuck Graden, Sharon Kuchar, Mike Webb and County Board Chairman Roy Hertel.

**Others Present:** Russell Whitlow Sr., Connor Gasparich and Ron Deabenderfer

## Ambulance Call Reports:

Collections: (new system) \$127,494.17 (old system) \$ 40.00. Total Collections of \$127,534.17.

1. **Update/Approval Tri Tech Software Training:** Holmes reported that an update of software with Tri Tech will be held in October in Waterloo, IL. Billing office will need to attend both days of the two day update class.

## **EMA:**

1. **Update/Approval IPWMAN/Mutual Aid:** Holmes reported that the agreement was given to Betsy Wilson to review.
2. **Update/Approval IEMA 2015 Grant:** Holmes reported that the 2015 Application (Budget) was completed and sent.
3. **Update/Approval Capstone Table Top Exercise:** Holmes reported that she will attend the Exercise that has been scheduled for August 19<sup>th</sup> at the Region 8 Office in Fairview Heights.
4. **Update/Approval Emergency Planning for Schools:** Holmes reported that the Texas A & M school has offered a free class for the Regional Office of Education on November 18<sup>th</sup> and 19<sup>th</sup> in regards to the FEMA L364 Multi-Hazard Emergency Planning for Schools.
5. **Update/ Approval Region 8 on Line Class:** Holmes reported that she participated in the Region 8 on-line class on August 1<sup>st</sup>. There will be 3 more online classes for 2015.
6. **Update/ Approval Montgomery County Mitigation Sub-Grant:** Holmes reported that the sub-grant has been approved by IEMA.
7. **Update/ Approval Supplies for shelters:** Holmes will get some diapers to add to the supplies.
  - Establish a contact list with vendors so that commodities such as food and blankets can be secured and be taken to the shelters if needed. (added as an appendix)
  - Establish a contact list with tow operators who may be able to assist with getting vehicles off of the interstate and to safe locations off of the interstate. (added as an appendix)
  - Establish a contact list with bus companies to move stranded motorists from the interstate to approved shelters. (added as an appendix)
  - Identify locations where cars that have been abandoned can be towed to so that the interstate may be opened or to allow vehicles to exit the interstate so that the drivers can proceed to approved shelters. (added as an appendix)
8. **Update/Approval National Weather Service:** – Holmes reported that the National Weather Service has been given the contact numbers for the Old Settlers activity on Wednesday and Thursday. Information for the City Fire, City Police, and Old Settlers committee member(s) has been given.
9. **Update/Approval September Meeting date change:** September Meeting will be changed to Monday, September 8<sup>th</sup>, at 8:30 am due to Holmes attending an IEMA Conference the first week in September 2<sup>nd</sup> -5<sup>th</sup>.
10. **Update/Approval Panic Alarms Judge Jarman's office:** Holmes reported that the Judge's Office now has an alarm. Historic Courthouse Alarms in Treasurer's office needs moved and 3 more added. Two more alarms need moved one for Gonet and one for Mary Purcell.
11. **Update/Approval Jim Engleman's Retirement:** Holmes reported that Jim Engleman retired from the County IMT.

12. **Update/Approval Request from Madison County EMA:** Holmes reported that Madison County EMA has requested a joint exercise with Montgomery County IMT to be held sometime in 2015 at the Madison County EMA Office.

13. **Update/Approval County Truck Radio:** Holmes reported that she has been having problems with Truck radio and hasn't had a response from Mac's Fire and Safety.

14. **Other Business:** Russell Whitlow and board member Ron Deabenderfer addressed the committee regarding Whitlow's home being in the Hillsboro Fire District. He received a letter from the City of Litchfield advising him that he was in the City of Litchfield's Fire Department area. Mr. Whitlow stated that he has been in the Hillsboro Fire district for years and would like to remain in the Hillsboro district. Hillsboro didn't have input in the map that Litchfield provided for fire services. Chairman Hertel stated that there is a line out there somewhere and it should go by the Township line. Chairman Hertel further explained that that in the 1970's they divided up the areas and had people subscribe to a fire district. Chairman Hertel has asked Betsy to research the lines between the two fire departments. The only thing the line will serve is if they don't have a subscription with anyone then the fire department will respond to what is in their jurisdiction. Gasparich stated that there are some cases where homeowners have requested service from a certain fire department and if they subscribe to a particular one, then the 911 system should reflect that for dispatching. Betsy Wilson stated that she was just advised of this letter from the City of Litchfield today. Chairman Hertel showed Betsy Wilson a map with district lines on it but it never passed years ago and it doesn't mean anything. Gasparich stated that the districts should have been drawn like the ambulance districts years ago in the 1970's. If Russell Whitlow has a fire and they dispatch Litchfield they wonder if he is going to have to pay. Gasparich stated that he felt that Mr. Whitlow and his neighbors need to petition the courts for a decision. Russell Whitlow stated that Greg Nimmo explained to him that he would dispatch Litchfield unless the County Board tells him otherwise. Hertel stated that he doesn't think that Russell Whitlow should have not have to go as far as going to court to get Hillsboro to be able to go to Mr. Whitlow's house. Gasparich stated that we should sign an ordinance to allow people to decide which service they want to come out. Betsy Wilson stated that this is preliminary to her and that needs time to sort out these issues and will advise. We only have jurisdiction in the rural areas. In order to protect the County we will call out both services. Hillsboro, Litchfield, Taylor Springs and Witt are the only ones that are not Fire Protection Districts. All the rest are fire protection districts.

- Assistant States Attorney Betsy Wilson also stated that she, Chairman Hertel and Diana had a couple of conversations regarding mutual aide agreements. Holmes has emailed a few examples. Wilson stated that she told Director Holmes this is out of her expertise and that Holmes needed to get more info. Gasparich stated that we found out that if you are not part of a countywide agreement, FEMA would not reimburse. All the counties, townships, municipalities can sign a mutual agreement saying that we agree to be a part of this process. Holmes will draft a mutual aide agreement to get to Betsy Wilson for review. Gasparich stated that every unit of government that has a board would need to sign the agreement so that they would qualify for reimbursement if there was an emergency that they responded to.

Week of	Hillsboro	Litchfield	Nokomis/ Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
7/7/2014	38	23	0	2	9	72
7/14/2014	36	12	14	3	0	65
7/21/2014	31	25	11	9	0	76
7/28/2014	39	46	13	0	5	103
	144	106	38	14	14	316

**Processed Reports**

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

**Adjourn:** Motion by Mike Webb and second by Chuck Graden. All in favor, motion carried.

Time: 4:45 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: Monday, August 4<sup>th</sup>, 2014

Time: 8:15 AM – County Board Room

**Members Present:** Chairman Joe Gasparich, Mike Plunkett, Mary Bathurst, Connie Beck, Megan Beeler, and Board Chairman Roy Hertel

**Members Absent:** Bonnie Branum

**Others Present:** Betsy Wilson, Mary Purcell, Sandy Leitheiser, Ray Durston

The committee met today to discuss the following:

1. **Update/Approval SOA Report:** Ray Durston submitted his report for the committee to review and stated that there are 13 board of review complaints as of Friday. The structural improvement notice was sent out to the newspapers.
2. **Update/Approval GIS Report:** Mary Purcell shared information of the payments made to Pictometry and Schneider regarding the GIS flyover.
3. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:** The committee reviewed the month reports as submitted by Treasurer Jenkins.
4. **Update/Approval FY 2015 Budget:** Committee discussed budgeting \$500,000 in the Capital Improvement fund for next year. Due to the fire at the coal mine recently, they will not be able to produce and ship for a period of time. Plunkett stated that according to the shortfall between projected revenues and expenses, we will have to put \$125,000 a month in the general fund for day to day operations. Committee discussed leaving it at \$100,000 per month to see how it goes. The rest is being split between the Capital Improvement fund and the Reserve fund. Chairman Hertel stated that the proposed software and other major purchases like tuck pointing etc. should come out of the Capital Outlay fund. Megan Beeler will review everything this weekend and the first draft of the budget will be presented to the full board at the September meeting. .
5. **Update/Approval Health Insurance for Budget Year 2015/2016:** Committee discussed the draft worksheet for a 5% maximum allowable increase for employee health insurance premiums that would take effect January 1<sup>st</sup>, 2015. Committee discussed raising the premiums to the employees by 2.5% this year and 2.5% next year. **Motion Beeler and second by Beck to increase the employee health insurance premiums to the employees by 2.5% this year and 2.5% next year for 2016. Discussion takes place.** The committee discussed the option of possibly raising the deductible to save on health insurance costs. Treasurer Jenkins stated that we need to check with Consociates before we approve any increases due to the affordable care act. The increase is based on this year's Cobra rate. Plunkett asked if we can just set the increase based on a dollar amount and Jenkins agreed. Committee votes. Gasparich votes yes. All other committee members vote No. Motion fails. Committee then discusses the increase in premiums to employees by a dollar amount. **Motion by Mary Bathurst and second by Megan Beeler that we increase the premiums to the employees on a single plan by \$8.00 per month, \$33 per month for the employee/child plan, \$37 for the employee/spouse plan and \$66 per month for the Family plan, effective January 1st, 2015. All in favor, motion carried.** Chairman Hertel stated that you'll want to know the premium increases for the next two to three years because of union negotiations. Jenkins stated that we could end this year as the highest employee insurance costs thus far and that next year the single cobra rate will go down to \$609 per month while the other tier cobra rate will increase.

6. **Update/Approval Designation of Depositories:** Treasurer Jenkins shared a list of Financial institutions that designates one or more banks or savings and loan associations in which the funds and other public moneys in the custody of the County Treasurer may be kept pursuant to State Statute. **Motion by Plunkett and second by Beck to approve the list of Financial institutions submitted by Treasurer Jenkins. All in favor, motion carried.**
7. **Update/Approval Litchfield Dispatching Services:** Bathurst stated that she placed a call to the Mayor and City Administrator on Friday and is waiting for a call back.
8. **Update/Approval Code Red Funding:** Committee Chairman Gasparich stated that the committee will discuss next this issue next month. We need to know the number of calls made.
9. **Update/Approval EPA Truck:** Committee discussed the problems with the current truck and needs replaced this year. There is coal money. **Motion by Mary Bathurst and second by Megan Beeler to approve to bid out the new truck as specified by the HWE committee. It will be advertised in Thursday's newspaper. All in favor, motion carried.**
10. **Update/Approval Executive Session:**
  - Motion by Mary Bathurst and second by Megan Beeler to enter into Executive Session. All in favor, motion carried. Time: 8:20 am.
  - Motion by Mike Plunkett and second by Connie Beck to come out of Executive Session. All in favor, motion carried. Time: 9:05 am. No Action was taken.
11. **Update/Approval Other Business:** None at this time

Motion by Connie Beck, second by Megan Beeler to pay bills and approve payroll. All in favor, motion carried.  
Motion by Mike Plunkett, second by Mary Bathurst to adjourn the meeting. All in favor, motion carried.  
*Meeting adjourned at 10:30 a.m. 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, August 7<sup>th</sup>, 2014

**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:** Bill Gonet, Sandy Leitheiser and Tom Franzen

The committee met today to discuss the following:

- 1. Update/Approval Elections:** County Clerk Leitheiser updated members about the potential State-level Public Questions to be placed on the ballot at the November 2014 Election. She also informed them that she will be providing information regarding the state law change that now requires school board candidates to file their petitions at the County Clerk's office instead of at their school's Unit Office as of the April, 2015 Consolidated Election to County School Superintendents at a meeting to be held on August 11<sup>th</sup>, 2014 and hosted by ROE Superintendent Marchelle Kassebaum at the ROE's Hillsboro office.
- 2. Update/Approval Recycling Program and Events:** Report given by Ben Bishop. Ben Bishop reported that Tony Bergman was hired for a part time and is doing a good job. The gas tank on the big box truck was replaced. Bishop has asked for a price to relocate the fencing at the recycling center in Hillsboro so that it would benefit debris blowing from trucks that are being loaded. Bishop advised the committee that Bob Sneed is coming out to look at the holes in the metal roof in the back warehouse where the bales are stored before shipping. Bishop also shared a customer communication report, production log report and revenue with expense report with the committee. Bishop explained that for the past few months there has been an average of 6 bales made per day and that with a full crew yesterday, they made 11 bales. The committee approved that Bishop could drive the recycling pickup truck with some recycling materials in the Old Settlers Parade. Bishop also reported that he will meet with a representative of COM2 to set up an electronics recycling drive this fall. With all the customers and drop sheds that Ben Bishop is going to, the committee discussed him driving the spare vehicle that was parked at the Health Department. **Motion by Earlene Robinson and second by Richard Wendel to approve that Ben Bishop can use the spare county board vehicle that was parked at the Health Department. All in favor, motion carried.**
- 3. Update/Approval EPA Report:** The committee discussed the condition of the white Ford truck that Bill Gonet drives. The vehicle has been running very poorly ever since it got bad gas a few months ago. The committee will advertise for a new truck on a State Bid and open them at a special meeting scheduled for Thursday, August 14<sup>th</sup>, 2014 at 5:30 pm.
- 4. Update/Approval ICRMT Property Casualty Insurance:** Tom Franzen addressed the committee and announced that they have hired a new loss control agent. Franzen will have the new agent visit Recycling, Animal Control, Sheriff's Department and other offices to do work assessments at no charge to the County. Franzen stated that he would like to set up a schedule to make regular checks on the County Buildings. Chairman Hertel stated that when they do a report, this information is not public and can't be FOIA'd.
- 5. Update/Approval Animal Control Facility and Program:** The committee reviewed the intake, revenue and expense summaries. There will be an orientation on Monday, August 11<sup>th</sup>, at 5:30 pm for the Animal Control Facility Manager/Officer Position. Interviews will be held on Thursday, August 14<sup>th</sup>, at 5:30 PM. Committee discussed getting information regarding where we are at compared to last year on the sale of the rabies tags. Committee discussed the lift for the pickup truck and the food program offered by Science Diet. Other shelters participate in the food program and committee chairman Connie Beck explained that an adopter has the option of supplying their contact information. **Motion by Chuck Graden and second by Mike Webb to approve participating in the Science Diet Food program for the Animal Control Facility. All in favor, motion carried.** The committee discussed the need to have the incinerator chimney replaced due to the liner being in disrepair. Lloyd Meyer is getting prices for the chimney parts.

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

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

Meeting adjourned at 10:35 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, July 31<sup>st</sup>, 2014

**Time:** 8:30 AM – County Board Room

**Members Present:** Chairman Mary Bathurst, Jay Martin, Jim Moore, Mike Plunkett,  
Dave Ronen and Board Chairman Roy Hertel

**Members Absent:** Joe Gasparich

**Others Present:** Megan Beeler, Ray Durston, Betsy Wilson, Sheriff Vazzi

The committee met to discuss the following:

- 1. Update/Approval Supervisor of Assessments Office:** Ray Durston reported that he had an employee leave last month and that he looked at the options of replacing that person with a part time versus a full time employee. Durston reported that he is leaning towards replacing that employee with a full time person because of the issue of covering all the vacation time off that the other employees in the department have. Assistant States Attorney Betsy Wilson is also doing some checking with the labor attorney. Durston reported that he will look into replacing the employee after September 5<sup>th</sup>, 2014.
- 2. Update/Approval Executive Session:**  
Motion by Jay Martin and second by Dave Ronen to go into executive session. Time: 8:35  
Motion by Jim Moore and second by Jay Martin to come out of executive session. Time 9:42  
No action was taken.
- 3. Update/Approval Personnel Manual:** The committee reviewed sections 3.4 to 4.1 and this draft will be given to board member Ron Deabenderfer for review. For next month the committee will review part five which includes section 4.2 to the end.
- 4. Update/Approval Local 773 in the Sheriff's Department:** Local 773 business agent Bill Troutt was present to exchange proposals. Mr. Troutt will come to the next Personnel Committee meeting on August 28<sup>th</sup> for further union negotiations. The meeting is changed to 4:00 p.m. and 5:30 p.m. with the Union.
- 5. Update/Approval Other Business:** Chairman Hertel stated that he had suggested to the Finance committee that we may want to hire a consultant like Mr. Couch to review the employee health insurance program. Plunkett stated that the only way to know if we are doing the right thing is to bid it out to see what would be offered. The committee discussed inviting Hugh Satterlee to these meetings because of the escalating costs for employee insurance at the Health Department. Treasurer Jenkins checked with Consociates to see what we can charge the employees by law and the increase for a single plan would be \$17.00 per month. The additional premiums to the employees would bring in about \$60,000 more in premiums next year. What we receive in real estate taxes in the general fund is about what the insurance premiums cost the county.

Motion by Mike Plunkett and second by Jim Moore to adjourn the meeting. All in favor, motion carried.  
Meeting adjourned at 11:00 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, August 6<sup>th</sup>, 2014

**Time:** 8:30 AM – Highway Department

**Members Present:** Gene Miles, Bonnie Branum, Sharon Kuchar, Earlene Robinson, Glenn Savage,  
Bob Sneed, and County Board Chairman Roy Hertel

**Other Present:** County Engineer Kevin Smith

The Committee met today to discuss the following:

1. **Update/Approval Resolution #2014-07: Resolution to appropriate funds for 1118 B-CA, E. 15<sup>th</sup> Road, Rountree Road District, 50% RD – 50% County Project:** Engineer Smith reported we didn't get a price for the culvert so this will be approved next month.
1. **Update/Approval Rocky Hollow Bridge Right-of-way Purchase:** Engineer Smith reported that the two property owners accepted the \$8,000 per acre for the right-of-way purchase for the Rocky Hollow Bridge.
2. **Update/Approval FY2015 Budget:** The committee discussed the salaries of the non-union staff and using the average of the overtime for the last three years. **Motion by Sneed and second by Kuchar to have Engineer Smith do some research on how much overtime has been paid to the maintainers over the last 5 years.**
3. **Update/Approval Red Ball Trail:** Engineer Smith reported that Betsy Wilson was notified by the Surety Bond Company asking for documentation on the Red Ball Trail. Betsy Wilson has not received any information from the Attorney at the Surety Bond Company and will contact them when she returns from vacation if they haven't responded yet.
4. **Update/Approval Witt Labor Day Weekend Race:** Engineer Smith stated that Deputy Scott Wood asked if the Witt road could be closed down for about an hour on the Sunday of the Witt Labor Day Weekend Race. Engineer Smith stated that the North Road has been closed for several years for the Fourth of July Biathlon race. The committee doesn't have an issue with this request.
5. **Update/Approval 2014 NBIS Bridge Audit:** Engineer Smith stated that the National Bridge Inspection Standards office came and did a Bridge Audit. Randomly looked at 10 bridges. Looked at all the paperwork. Passed with flying colors. The Federal Inspectors didn't find any issues with the paperwork or the highway department's inspection of the bridges.
6. **Update/Approval Other Business:** Engineer Smith stated that Carl, Dustin and Smith will go up to Springfield for a Flagger Training Course. And the certification lasts for 2 years. The highway department put time and material to repair areas of the Niemanville Road, Rock Well Trail and Bodner Road. Highway maintainers have also worked on the Black Diamond. Engineer Smith stated that they haven't spent so much time on mowing so they can work on the trouble spots. The committee discussed having part time help to assist with the mowing. Engineer Smith stated that the Rocky Hollow bridge will be completed next year along with the deck replacement of the East Fork Township Bridge. Two bridges next year will be done by Contractors.
7. **Road and Bridge Report:** Montgomery County Forces have been patching roads, mowing ROWs and replacing culverts.

Motion by Sharon Kuchar, second by Bob Sneed to Pay Bills. All in favor, motion carried.

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

Meeting adjourned at 9:50 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.