

Draft

**Montgomery County Board
Coordinating Committee Meeting Minutes**

Date: Tuesday, December 30th, 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

Others Present: Sandy Leitheiser and Bill Schroeder

The committee met today to discuss the following:

Coordinating: Roy Hertel, Board Chairman

1. **CEFS Central Illinois Public Transit Monthly Progress Report Update/Approval:** In board packets.
2. **Letter against Dakota Pipeline for Eminent Domain Update/Approval:** Motion by Mary Bathurst and second by Heather Hampton+Knodle to approve the chairman sending a letter to Dakota Pipeline. All in favor, motion carried.
3. **County-wide Connected Water System Update/Approval:** Chairman Hertel will continue working on this issue.
4. **Other Business Update/Approval:** None at this time.

Building & Grounds: Bob Sneed, Chairman *Friday, January 9th at 8:30 a.m.*

1. **Maintenance Issues and Report Update/Approval:** Lloyd Meyer will report. Sneed reported that a new part time person started today for the custodial position at the New Courthouse.
2. **First Aid Kits for Each Floor in Each Building Update/Approval:** The Insurance company recommends we get these through our safety grant. The first aid kits will have to be inventoried every so often to be checked for items that have been used or have expired so new stuff can be put back in.
3. **Waggoner Depot Update/Approval:** Sneed reported that a lady called him regarding the repairs needed to the Waggoner Depot building. Beck, Webb, and Beeler will go and look at the building and report to Sneed. Daniels will check with Treasurer Jenkins to see if there are any funds remaining in the Phyllis Webb Memorial.
4. **Mail Box at New Courthouse Update/Approval:** Rick Robbins requested that an outgoing US mail box be installed at the New Courthouse. Chairman Hertel will write a letter for the request.
5. **Tuck-pointing Historic Courthouse Update/Approval:** Sneed reported that Western Waterproofing has not gotten back to him yet and that we will hold their final payment until the issues get resolved.
6. **Communications Tower Update/Approval:** We have not received the paperwork from Nail Survey yet. Once we get the survey paperwork, Betsy Wilson will review before we make payment and record the deed.
7. **Tour of the New Courthouse Update/Approval:** The Building and Grounds Committee will schedule a tour.
8. **Other Business Update/Approval:** None at this time.

Economic Development: Heather Hampton+Knodle, Chairman *Wednesday, January 7th at 5:30 p.m.*

1. **Dakota Access Pipeline Update/Approval:** Committee will discuss.
2. **Clean Line Energy on Grain Belt Transmission Project Update/Approval:** Hampton+Knodle did receive the first set of maps and she gave them to Engineer Smith so see what county and township roads will be impacted. Hampton+Knodle asked Engineer Smith to take some before pictures of the County roads that would be impacted by the projects and wants to get with Gene Miles regarding their meeting.
3. **Township Officials Meeting (1/28/15 at 7:00 pm) Update/Approval:** Hampton+Knodle stated that there will be a meeting with Township Officials on January 28th, 2015 at 7:00 pm at the Historic Courthouse for the purpose of explaining the Road Use Agreement and Permit.

4. **Coal Dust Issues Update/Approval:** Hampton+Knodle reported that she does not know if the coal company have started construction on the wind fences and that she talked with Jean Mehochko who stated that they are still suffering from the dust effects. They still want some monitors out there.
5. **Eagle Zinc Cleanup Project Update/Approve:** Hampton+Knodle stated that a letter was sent out for phase II funding and that eight to nine local people will be employed with this project.
6. **MCEDC Update/Approval:** Lindsay Wagahoff had their baby. Ronen is working on the MCEDC annual meeting. There is a FOIA request for RLF information and emails from a citizen that is concerned about how public funds are being spent.
7. **Planning Commission Update/Approval:** Next meeting will be Jan. 21st and discussion will take place on storm water issues. There will be an election for officers in January and Kris Reynolds is the acting Chairman.
8. **Revolving Loan Fund Report Update/Approval:** Committee will review the report.
9. **Economic Development Fund/Developing Guidelines for Long-Term Improvement Fund Update/Approval:**
 - CEO Program: Off to a strong start and have 38 investors on board. The school districts have indicated a positive interest. The County's signed paperwork and the first \$10,000 check have been sent. First meeting will be January 6th. Still looking for board members and need someone from Litchfield. Monthly board meetings will be held. Meeting starts at 4:30 pm.
 - Workforce Round Table: Committee will discuss.
 - Infrastructure: Committee will discuss.
10. **Population Recruitment Update/Approval:** Committee will discuss.
11. **Priorities for Comprehensive Economic Development Strategy Update/Approval:** Committee will discuss.
12. **Enterprise Zone and Mayors Meeting Update/Approval:** Meeting will be held on February 25th, 2015.
13. **Other Business Update/Approval:** Clean Line Energy Block Group will be hosting a meeting this Sunday, January 4th, 2015 at 2:00 pm at the Livings Center in Raymond. The block group is working with other states and they will help facilitate this meeting.

E.M.A./Ambulance: Glenn Savage, Chairman *Monday, January 5th at 8:30 a.m.*

1. **Collections Update/Approval:** Committee will discuss.
2. **Ambulance Report Update/Approval:** Committee will review the report.
3. **Hazard Mitigation Meeting Update/Approval:** Meeting has been set.
4. **Other Business Update/Approval:** None at this time.

Finance: Joe Gasparich, Vice Chairman *Thursday, January 8th at 8:30 a.m. -Joint w/Personnel Committee*

1. **SOA Report Update/Approval:** The Board of Review received about 200 complaints .
2. **Imprest and Revolving Funds for Appointed Offices Update/Approval:** Chairman Hertel explained
3. **Presentation of Zobrio Accounting Software Update/Approval:** Joint Meeting with Personnel Committee to see the presentation from the Software Company.
4. **Conflict Public Defender Contracts for Stacy Hollo, Barb Adams and Jack Evans Update/Approval:** Chairman Hertel reported on his concerns regarding the three contracts for the Conflict Public Defenders. Time sheets are to be reviewed. Chairman Hertel will sign the contracts pending a review of the time sheets in June 2015. The contracts have been an annual salary since 2007. **Motion by Beck and second by Hampton+Knodle to recommend that the Finance Committee approve that Chairman Hertel sign the contracts for the Conflict Public Defenders. All in favor, motion carried.**
5. **Employee Health Insurance Update/Approval:** Megan Beeler talked with Tom Franzen today about the upcoming meeting and Consociates will also be present.
6. **Circuit Clerk Audit Report from Patton and Associates Update/Approval:** Committee will review the report that was submitted by Patton and Associates.
7. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Committee will review.
8. **Salary in the Circuit Clerk's Office Update/Approval:** Committee will review.

9. **Mileage Reimbursement Update/Approval:** The IRS mileage reimbursement went up to 57.5 cents per mile for 2015. Committee recommends that the Finance Committee keep the current rate at \$.55 per mile

10. **Other Business Update/Approval:** None at this time.

HWE: Connie Beck, Chairman Tuesday, January 6th at 8:30 a.m.

1. **Elections Update/Approval:** Leitheiser will report.

2. **EPA Report Update/Approval:** Gonet will report.

3. **Recycling Program and Events Update/Approval:** Bishop will report.

4. **Animal Control Facility and Program Update/Approval:** Van will be purchased and an old van and Crown Vic will be traded in. Money will come from the Vanek Estate.

5. **Other Business Update/Approval:**

Personnel: Mary Bathurst, Chairman Thursday, January 8th –Joint w/ Finance and January 29th at 8:30 a.m.

1. **Employee Supplemental Insurance Update/Approval:** They did sign up 10 employees but one of the ten declined. This is a one year issue and we will continue offering the Washington National for this one year.

2. **Local 773 in the Sheriff's Department Update/Approval:**

• **Jailers:** Mediation date is set for Thursday, January 29th, at 8:30 am.

• **Dispatchers:** Met one time and have traded proposals.

3. **GIS Position Hiring Update/Approval:** Ray Durston has advertised for the position and will take applications through January 2nd, 2015.

4. **Differed Compensation Update/Approval:** Bathurst stated that she has had a conversation with each of the employees that are on the Valic Plan. This issue will be discussed in length at the Full Board meeting for an approval to possibly get out of the Deferred Compensation Plan. All the employees have been encouraged to keep the plan if they wish and pay for it on their own and it would not be payroll deducted or pre-taxed.

5. **IMRF and Military Service Buyback:** Sheriff called regarding some deputies that have military service and their ability to buy back up to four years of military service for IMRF credits toward their retirement. We need to check to see if the employee pays the whole percentage. We will also have to offer this to all County Employees that have served in the military.

6. **Other Business Update/Approval:** Bathurst reported that the Personnel committee will review any issue that the Treasurer's Office has regarding the employee health insurance.

Road & Bridge: Gene Miles, Chairman Wednesday, January 7th at 8:30 a.m.

1. **Highway Department Capital Improvement Projects Update/Approval:** Committee will discuss.

2. **Red Ball Trail Update/Approval:** Assistant States Attorney Betsy Wilson

3. **Pipeline Permit/Road Use Agreement Update/Approval:** Committee will discuss.

4. **2015 Fuel Letting Update/Approval:** Bids will be opened at the regular January Road and Bridge meeting.

5. **2015 Rock Letting Update/Approval:** Rock letting will be held on Wednesday, January 28th at 9:30 am at the Highway Department.

6. **New Equipment Bid Opening Update/Approval:** The bids will be opened at the special meeting on January 28th at 8:30 am.

7. **Parking Lot across from the New Courthouse:** Has been started. Committee will discuss.

8. **Other Business Update/Approval:** None at this time.

Motion by Mary Bathurst, second by Connie Beck to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 7:35 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, January 9th, 2015

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: Nikki Bishop

Others Present: Lloyd Meyer, Sandy Leitheiser and Ray Durston

The committee met today to discuss the following:

1. **Maintenance Issues and Report Update/Approval:** Lloyd Meyer will report.
 - Lloyd Meyer reported that the new part time custodian for the New Courthouse was hired and trained last week.
 - Meyer reported that the bearing assembly went out on the boiler pump and he called Heise Plumbing. Litchfield pump and motor did a re-build on the original pump that came from Comfort Sales. The pump is OK and we just need to get a new bearing assembly. Heise is trying to get the correct one.
 - They patched and painted the area where the new US post office box will be located on the first floor at the New Courthouse.
 - Water usage at the Jail. Lloyd has been reading the water meter up stairs and will compare it to the meter located outside the building that the City of Hillsboro reads. The water bill more than doubled last month and was still high for this month.
 - Lloyd had Luther at Johnson Controls set the temperature up 5 degrees because of the cold weather.
 - The next wallpaper removal project will be the hallway and the Law Library.
2. **First Aid Kits for Each Floor in Each Building Update/Approval:** The committee discussed purchasing first aid kits for each floor of every County building from the new safety grant. The first aid kits will have to be inventoried every so often to be checked for items that have been used or have expired so it can be replaced with new items. Committee also discussed the fire escape issues at the Historic Courthouse and the need to put up some type of barrier so no one runs into it. **Motion by Wendel and second by Miles to purchase a first aid kit for each floor of every building from the safety grant. All in favor, motion carried.**
3. **Waggoner Depot Update/Approval:** Mike Webb took pictures of the depot building for the committee to review. Durston stated that the church group did some painting on the building a few years ago. Durston will ask if the Village of Waggoner will take the depot building back. There is about \$1075 left in the Phyllis Webb memorial fund that could help with the repairs and the committee thought this would be a good project for an Eagle Scout. **Motion by Jim Moore and second by Richard Wendel for Ray Durston to ask the Waggoner Town Board to take ownership of the Depot building and the balance of the Phyllis Webb memorial money will go the Village to help with the costs to do some repairs. All in favor, motion carried.**
4. **Mail Box at New Courthouse Update/Approval:** Rick Robbins requested that an outgoing US mail box be installed at the New Courthouse. Meyer is working on the room where the mail box will be installed.

5. **Tuck-pointing Historic Courthouse Update/Approval:** Bob Sneed reported that Western Waterproofing has been communicating with him to resolve the issues with the tuck pointing job from this past summer. They have agreed to fix the problems and are just waiting for better weather to address the issues.
6. **Communications Tower Update/Approval:** We have not received the paperwork from Nail Survey yet. Once we get the survey paperwork, Assistant States Attorney Betsy Wilson will review before we make payment and record the deed.
7. **Tour of the New Courthouse Update/Approval:** The Building and Grounds Committee will tour the New Courthouse at 8:30 am on February 6th at 2015 and convene in the foyer of the New Courthouse. Once the tour is complete the committee will complete their meeting in the County Board Room.
8. **Recommendation regarding space heaters and extension cords Update/Approval:** The Committee discussed the Life and Safety report from 2005 that was performed by Method Management on the recommendation from our Property and Casualty Insurance. At that time they recommended that space heaters and household extension cords not be used in the County buildings. Former board Building and Grounds Chairman Terry Bone sent out a memo to all offices in 2008 stating that there will be no space heaters in the offices. The Building and Grounds committee discussed that memo and authorized that Bob Sneed write a memo to remind employees of that decision.
9. **The New Courthouse Parking Lot:** Bob Sneed reported that the Highway Department worked on the parking lot across from the New Courthouse. The street in back is higher than the parking lot and we may have some water issues. They did dig it out and put in some larger rock with smaller rock on top.
10. **Update/Approval Other Business:** None at this time.

Motion by Richard Wendel and second by Chuck Graden to pay the bills. Motion carried.

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

Meeting adjourned at 10:05 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, January 7th, 2014

Time: 5:30 PM – County Board Room

Members Present: Chairman Heather Hampton+Knodle, Megan Beeler, Nikki Bishop, Ron Deabenderfer, Tim Hopper, Jay Martin and County Board Chairman Roy Hertel

Members Absent: Nikki Bishop

Others Present: Sandy Leitheiser

The Committee met today to discuss the following:

1. **Dakota Access Pipeline Update/Approval:** Hampton+Knodle stated that a letter went out to the ICC regarding the County opposing eminent domain for the Dakota Access Pipeline project.
2. **Clean Line Energy on Grain Belt Transmission Project Update/Approval:** Megan Beeler reported that she went to an opposition group meeting in Raymond on Sunday and the room was packed with about 100 people. Many people from other counties attended along with two state representatives. Their goal is to block their ability to use eminent domain. The opposition group called Block GBD Illinois have board members from every county that is affected. Many more meetings are scheduled and one will be held in Shelby County on January 24th, 2015. Beeler also reported that Ashly Rockwell from Waggoner is the vice-president for the opposition group. Beeler told them about the County Board sending a letter in opposition of eminent domain and spoke about the County Road Use agreement and Permit.
3. **Township Officials Meeting (1/28/15 at 7:00 pm) Update/Approval:** Hampton+Knodle Hand reported that she has spoken with Engineer Kevin Smith regarding the Township Officials meeting that will be held on Wednesday, January 28th, at 7:00 to discuss the Road Use Agreement/Permits and maps that he received. A reminder letter will go out one week before the meeting. Hampton+Knodle stated that she will also ask Betsy Wilson to be here to walk through the aspects of the road use agreement and to let the townships know how they should go about adopting this. Megan Beeler asked how we go about coming up with the bonding amount. Chairman Hertel stated that at the Road and Bridge meeting this morning Engineer Smith was talking about a \$ 1.5 to \$2 million dollar bond amount for the pipeline project because they won't impact as many roads as the transmission line project. Hampton+Knodle wants to ask Betsy Wilson if the Townships will also need to have a bond amount.
4. **Coal Dust Issues Update/Approval:** Hampton+Knodle stated that she spoke with Jean Mehochko and they are still having issues with the coal dust. Committee members are wondering about the progress in the wind fence. Chairman Hertel will follow up on Monday with the Coal Company. Hampton+Knodle asked if the committee should make a formal request with EPA again to request Air monitoring at the coal mine. She wants to know why they are doing it at Eagle Zinc and not for the coal mine and they should inforce some type of mediation. Hopper stated that someone has contacted the EPA about the air monitors and they said it is a different issue and can't be done. They don't have to monitor how much dust because any dust is illegal. Chairman Hertel stated that the home owners affects need to keep calling the EPA to voice their concerns. No further action at this time.
5. **Eagle Zinc Cleanup Project Update/Approve:** The lead contractor has their work trailer out there and Hopper reported that he has noticed some work activity. Some local laborers are

working there through the labor hall. Hampton+Knodle stated that the letter to support phase II funding has also gone out. Chairman Hertel stated that there are a few new congressmen and the new governor that needs to get the letter. Daniels will handle this after the board meeting.

6. **MCEDC Update/Approval:** Hampton+Knodle reported that the MCEDC voted to act as the fiscal agent for the CEO program and is excited to help bring the program to the students of Montgomery County. The MCEDC's next board meeting is on Thursday January 8. At this meeting we will be setting a location and date for our annual meeting. This will be the MCEDC's 10th anniversary, so we are hoping to plan something special to celebrate the milestone. The MCEDC is currently working with the City of Panama on a potential grant opportunity. Lindsay Wagahoff will be back mid-February.
7. **Planning Commission Update/Approval:** Next meeting will be January 21st and discussion will take place on storm water issues and there will be an election for officers. Kris Reynolds is currently the acting Chairman. The committee will also discuss endorsing the eminent domain issue and the structural permit process with Bill Gonet. Hampton+Knodle will email Chris Casey to follow up with getting meeting notices out for this meeting. Leitheiser stated that she updated the changes to the Comprehensive Plan after tracking down the original document. It is now ready for the County Website.
8. **Revolving Loan Fund Report Update/Approval:** No report this month due to Lindsay's absence. Payments are being made. Hampton+Knodle stated that a FOIA request was submitted regarding the RLF fund. We had until January 2nd to respond. Emails from Daniels, Hampton+Knodle and Leitheiser were submitted to the States Attorney's Office.
9. **Economic Development Fund/Developing Guidelines for Long-Term Improvement Fund Update/Approval:**
 - CEO Program: Hampton+Knodle stated that they are off to a strong start and have 39 investors on board and that the school districts have indicated a positive interest. Hampton+Knodle thanked Tim Hopper for his help in recruiting investors. CEO board had their first meeting last night at Hillsboro Hospital and they will have three more meetings this month to get things going. They will work on hiring a teacher for the program. Now that MCEDC stated that they can be the fiscal agent for the program, they need to hire a bookkeeper and need help with funding. Committee discussed that this could come out of the money that is budgeted for Economic Development out of the coal money. **Motion by Jay Martin and second by Ron Deabenderfer to hire White and Associates to do the bookkeeping for \$5,000 per year for the CEO Program.** Discussion takes place. Chairman Hertel asked who picked White and Associates and Hampton+Knodle responded that she asked all investors that provide bookkeeping services to give a proposal. White and Associates were the only ones to submit a proposal. Hampton+Knodle stated that ultimately the MCEDC is doing the work so they should be the ones to hire we just need to pay the money to the MCEDC. The other three businesses had other reasons why they didn't want to bid. \$5,000 would be paid to the MCEDC so they can pay White and Associates for the bookkeeping services. **All in favor, motion carried.**
 - Workforce Round Table: Hampton+Knodle is looking at a meeting in March.
 - Infrastructure: Committee discussed the property in Ohlman if we get a court order to clean it up. Hampton+Knodle is comfortable with HWE taking the lead on this cleanup however they don't have this money in their budget. Hampton+Knodle also stated that

she did have this type of infrastructure improvements for property clean up in mind for this money. It was basically for new infrastructure to promote economic development. Hampton+Knodle also asked committee members to come up with a list of infrastructure ideas to share at next month's meeting.

10. **Population Recruitment Update/Approval:** Hampton+Knodle is asking committee members to come up with ideas to recruit people to the County and stated that we could work with MCEDC via brochure and mail a target group that lives outside the area like young people and retirees to come back home. Deabenderfer stated that is hard for them to come here with the limited housing in our County. The committee discussed getting alumni information from the County High Schools.
11. **Priorities for Comprehensive Economic Development Strategy Update/Approval:** Committee will come up with some ideas for next month's meeting.
12. **Enterprise Zone and Mayors Meeting Update/Approval:** The next EZ and Mayors Meeting will be held on Wednesday, February 25th, 2015 at 5:30 pm. Chris Daniels reported that she has been working with Northern Illinois University who was hired by DCEO to supply some reports for the new Enterprise Zone Applications. Daniels gave NIU a data file with our census track information from 2010 and they gave us some preliminary demographic information for our County. Census Track Information will be verified and Daniels will continue to work with Northern Illinois University to obtain more statics to share at the Mayor's Meeting.
13. **Other Business Update/Approval:** Committee discussed the West Central Development Council report that we have not received and Hampton+Knodle wants committee permission to send them a letter requesting information about workforce programs. **Motion by Jay Martin and second by Ron Deabenderfer to write a letter to West Central Workforce Board. All in favor, motion carried.** Hampton+Knodle will ask about the plan.

Motion by Megan Beeler and second by Ron Deabenderfer to pay the bills. All in favor, motion carried.

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

Meeting was adjourned at 7:20 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: Monday, January 5th 2015

Time: 8:30 am - 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:

Ambulance Call Reports:

Collections: Will be available before the full board meeting.

AMBULANCE REPORT:

1. Ambulance Budget Salary Update/Approval: Chairman Savage stated that this will be covered later in the meeting.
2. County has been paid back in full for billing office Update/Approval: Savage reported that all of the Communities have paid their share for the Ambulance billing services.

EMA:

1. United Way Number 211 Update/Approval: Holmes reported that the Region 8 hotline number is 211 for emergency purposes. Gasparich asked Holmes to follow up with what services the United Way organization offers. Committee also discussed the various non for profit organizations that would help families in an emergency and Gasparich stated that as a fireman it would be nice to have a backup plan. The plan would help provide shelter for a displaced family that just had something catastrophic happen to their home to get them emergency shelter for the first 24 to 48 hours after the incident until another agency could help them. **Motion by Graden and second by Hopper to allocate \$5,000 out of the Reserve for Contingencies line item in the coal money (fund number 375) to help a displaced family for the first 24 hours that lost their home due to a catastrophic incident until a non for profit agency can step in the help the family. All in favor, motion carried.** A letter will be sent from the EMA office to the County Fire and Police Chiefs notifying them of this emergency fund to help a family do to the loss of a home in order to help the family obtain shelter for the first 24 hours. This fund will be managed by Director Holmes.
2. Three additional classes by September 2015 Update/Approval: Director Holmes stated that she and Cathy Ulrici need to complete three additional on-line classes by September 2015.
3. Three Exercise Requirements by September 2015 Update/Approval: Director Holmes stated that there are plans to have three exercises by September 2015. The HazMat Team will have an exercise as well as one held with Madison County and one with the Hospital. Dates for these exercises will be forthcoming.
4. SAMS Registration has been successfully updated Update/Approval: Director Holmes stated that the System for Award Management registration must be updated every year as this is how grants are transferred.
5. Panic Alarm Testing Update/Approval: Holmes reported that the panic alarm testing will take place tomorrow.
6. TEEX Class in the Spring on Cyber Security Update/Approval: Holmes reported that any business, organization, or government agency that has anything on line and should be concerned about cyber security that they will be invited to the two day class that will be scheduled for this Spring.
7. Mitigation Meeting Update/Approval: Holmes reported that the next Hazard Mitigation meeting will be held on Wednesday, March 4th at 6:30 pm at the Health Department. This will be the first of four

meetings that will be held during 2015 to complete the five year update to our Mitigation Plan. All County Mayors and or their designees will be invited to participate.

8. **StarCom Radio Update/Approval:** Savage reported that the radio has been moved and installed in the EMA truck. Glenn Savage also reported that Mr. Cross did some repairs to the brick on the building.
9. **911 Litchfield Hillsboro Fire Service Update/Approval:** Chairman Hertel reported that Hillsboro and Litchfield had an amicable meeting and that they would resolve the issue. Chairman Hertel will follow up with both fire chiefs to see if they have decided on the location of the line. Betsy Wilson will give the 911 department a legal opinion on the matter. If someone subscribes to the fire department, 911 will send the fire department based on the subscription. Chairman Hertel stated that both fire departments may show up. If someone drives by and reports a fire, then 911 will follow the map that was established. Hillsboro claims that this map was not the original one that was agreed to, however this may have changed since the two fire chiefs met regarding this issue.
10. **IMT Meeting Update/Approval:** Next meeting will be held on Thursday, January, 15th, 2015 at 6:30 pm at the Health Department. Holmes reported that someone from Madison County will be there to give information about the Incident Management Team in Madison County. Gasparich reported that the next Command Class will be held in O'Fallon for five days starting January 26th, 2015 and that no one from Montgomery County has signed up yet. Director Holmes or Greg Nimmo needs to follow up with a memo to all IMT members advising them of this free training opportunity because Gasparich stated that it isn't offered very often this close to our County.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Wagoner	Raymond/ Harvel	Total
12/1/14	26	31	10	2	10	79
12/8/14	41	16	3	3	0	63
12/15/14	0	24	14	4	0	42
12/22/14	0	24	7	3	0	34
12/29/14	60	32	3	4	13	112
	127	127	37	16	23	330

Processed Reports

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

Adjourn: Motion by Chuck Graden and second by Tim Hopper. All in favor, motion carried.

Time: 9:15 am

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

Montgomery County Board
Finance Committee and Personnel Joint Committee Meeting
Minutes

Date: Thursday, January 8th, 2015

Time: 8:30 AM – County Board Room

Members Present: Chairman Megan Beeler, Joe Gasparich, Mary Bathurst, Connie Beck, Heather Hampton+Knodle, Mike Plunkett, Jay Martin, Jim Moore, Bill Bergen, Evan Young and Board Chairman Roy Hertel

Others Present: Ron Jenkins, Ray Durston, Sandy Leitheiser, Betsy Wilson, Shelly Halleman, Liz Holcomb, Judy Reindl, Nikki Lohman, Trisha Maulding, Aimee Shelton, Dave Penrod from Zobrio.

The committee met today to discuss the following:

- 1. Presentation of Zobrio Accounting Software Update/Approval:** Dave Penrod from Zobrio presented info on the new accounting software. This software will be able to work with all the spreadsheets the Treasurer's offices uses and will save time on the reports. They have offices in Springfield and St. Louis so there should not be many travel expenses. Hourly rate is \$165.00 per hour per person and we should only get one person. There is a Human Resource component that will help track time off and FMLA. The software will only keep track of what is entered in by staff. Mr. Penrod stated that the Human Resource module has become more and more integrated because of the laws that have changed. There are ways to track things like the Wellness on the system. There will be eight user licenses where only eight people can be entering data at one time. The proposal submitted today is designed now for the County Clerk and Treasurer's Offices. Mike Plunkett asked how much the annual maintenance and support is currently and Treasurer Jenkins stated that it is about \$16,000. The proposal today included maintenance and support which also includes phone support and software updates throughout the year. Joe Gasparich asked about the training process and cycle. Penrod stated that they sit down and go through the conversion of the data with the chart of accounts and there will be a sign off procedure for each employee to sign off on when they complete the training. This is a fixed training proposal. Penrod stated that the City of Litchfield and Christian County are also their clients. **Motion by Plunkett and second by Gasparich to approve the purchase of the Zobrio Software for accounting services in the amount of \$63,246 pending on the approval of the contract by the States Attorney's Office.** **Roll call vote: Megan Beeler, Joe Gasparich, Mary Bathurst, Connie Beck, Heather, Mike Plunkett, Hampton+Knodle, Jay Martin, Jim Moore, Bill Bergen, Evan Young voting yes. All in favor, motion carried.** Chairman Hertel asked Treasurer Jenkins and County Clerk Leitheiser if this is the software that they want to purchase and if the program will work for them. Treasurer Jenkins stated that they did visit a couple of other counties where this software is used and he thinks the program will work the way they want it to. Leitheiser stated that her employees were involved in the original meeting where the software was demonstrated and they also feel it will work. Ron Jenkins has the contract and it is a contract that is an automatic renewal every year. Dave Penrod will contact our IT Department to see if this software will be compatible with our computers. Leitheiser wanted to confirm the rolls between the two offices and that they will continue like it is where the accounts payable is at the County Clerk level and the payroll, general ledger etc. will stay at the Treasurer's level. Treasurer Jenkins stated that this software could go in effect around the first of February. Mary Bathurst asks if Personnel in the two offices will be balanced with this new software. Leitheiser stated that her office will have additional work of scanning invoices into the system. Betsy Wilson stated that she hasn't seen any contract yet. Penrod stated that this contract rolls over automatically unless we notify them with 60 days. In order to have more than eight users, we would need the advance security module which is about \$1,995 and can be added at any time. Zobrio will prepare costs of extra modules that will include

training etc. Treasurer Jenkins stated that once this starts this Human Resources part will increase Liz' time and work load. Megan Beeler stated that we need a central point for the HR work because it is now done all in various aspects in all the offices. Bathurst is concerned that we haven't demonstrated the value of this HR module. Chairman Hertel is not in favor of moving this out of the bid. Detail price for the HR portion was about \$5,000 in the payroll module that now totals \$8,790. Penrod stated that more and more counties are starting to add the whole HR module and that Macon County added a full time person in the Auditor's Department to do HR aspect. Bathurst thinks if each office could maintain their own, they might buy into this system and help the concerns of one office getting deluged. Penrod stated that users can be added for about \$250 each.

2. **Wellness Committee Meeting Update:** Next meeting will be on Monday, January 12th, 2015 at 4:00 pm.
3. **SOA Report Update/Approval:** Ray Durston reported that there was an annual assessor's meeting on December 30th, 2014 and only one assessor was absent. Durston also reminded committee members that 2015 will be the Quad year and that his office has already stated working on the Grisham, Walshville and East Fork Multi Township District. The new 2015 assessment books will be printed as soon as the Board of Review completes their work. The BOR review held meeting on December 18 and 19 and also plan to meet on January 21st and 22nd. They will finish up in February. Durston reported that Sara Batty started working in his office on December 29th, 2014 and that he received six applications for the GIS Technician Opening for which interviews will take place next Thursday.
4. **Imprest and Revolving Funds for Appointed Offices Update/Approval:** The committee discussed the Imprest and Revolving Funds for the appointed offices and that there should be a standard set for a limit and number of signatures on the card. **Motion Heather Hampton+Knodle and second by Jim Moore to have a \$1,000 cap on the Imprest and Revolving loan accounts for the three appointed officials. All in favor, motion carried.**
5. **Conflict Public Defender Contracts for Stacy Hollo, Barb Adams and Jack Evans Update/Approval:** Chairman Hertel stated that he has received the contracts for the Conflict Public Defenders from Judge Roberts. Chairman Hertel stated that he has not signed them yet and that he had asked the Judges back when they were doing the budgets about the pay because he received some complaints about the inequities in the pay and he asked for them to review that. Chairman Hertel stated that he hadn't heard anything yet so he spoke with Judge Roberts the other day. The pay is the same of two of them and lower for one of the Public Conflict Defenders. Judge Roberts told Chairman Hertel that he has asked the Conflict Public Defenders to keep track of their time and that it will be reviewed in July at Budget time. The Public Defender's Contract will be reviewed in June and they should review all of them at that time. There have been complaints among the Public Defenders about the time spent on this work and the inequities of the pay. Chairman Hertel stated that he would like to sign the contracts with the stipulation that the contracts are reviewed again in June of the time spent. Beeler stated that she thought it was a good idea if the Judge will review in June from a time standpoint, that the Finance Committee should review from a financial standpoint. **Motion by Mary Bathurst and second by Beck to review the Judge's findings of the time for the Conflict Public Defenders in June. All in favor, Moore abstains from the vote. Motion carried.**
6. **Circuit Clerk Audit Report from Patton and Associates Update/Approval:** Committee will review the audit report for the Circuit Clerk's Office that was submitted by Patton and Associates for one month and approve next month.
7. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Committee reviewed the reports from the Treasurer's Office. We did get reimbursed \$500 from the Raymond Fire District that will go back to the Coal Fund.
8. **Mileage Reimbursement Update/Approval:** The IRS mileage reimbursement went up to \$.575 cents per mile for 2015. Coordinating Committee recommends that the Finance Committee keep the current rate at \$.55 per mile. **Motion by Mary Bathurst and second by Jim Moore to keep the mileage reimbursement at \$.55 per mile. All in favor, motion carried.**

9. **Review Prepaid Vendor List Update/Approval:** Committee reviewed the Prepaid Vendor List that was submitted by Clerk Leitheiser and discussed removing the Health Insurance, the cleaning contractual services, the Public Building Commission and the Montgomery County Farm Bureau off the list. Megan Beeler stated that it would be a good idea to have the Health Insurance Premium Vouchers come to the committee each month for review. The committee also asked for a detailed invoice from the Insurance Company so the committee could review each month. Treasurer Jenkins stated that he can give them what they want and that he does see the numbers each month from Consociates that are broken out by vendor. Bathurst stated that we need a monthly or quarterly break out of what bills are being submitted to PPO. Chairman Hertel stated that he, Megan Beeler, and Mary Bathurst was on a conference call with Travis From Consociates regarding the issue of which PPO's they use and why they are not using one like Health Link that has a 38% discount. Motion by Hampton+Knodle to take the Consociates bill off of the pre-paid vendor list so the voucher goes through the committee each month. Bathurst stated that she would like to see a monthly report from Consociates to see what the PPO's were paid each month. Chairman Hertel stated that the report needs to show a total of what was charged, what was discounted and by whom. Chairman Hertel requested that no be action take place until after Consociate Dansig visits with the Finance and Personnel Committees. Hampton+Knodle removes her motion until next month. **Motion by Heather Hampton+Knodle and second by Connie Beck to remove the cleaning contractual services, Public Building Commission and Montgomery County Farm Bureau from the Pre-Paid Vendor List. All in favor, motion carried.** Hampton+Knodle will bring up her request for reports next month with Consociates. Bathurst stated that she would like to see a report every month to see what costs are paid to each PPO.
10. **Summary Needed with Expiration Dates for all Contracts in the County:** Committee Chairman Megan Beeler stated that we there was a problem with the Code Red Emergency Notification System that the full board voted not to go with again. While we were negotiating the contract, it had expired and we did not give proper notification to cancel, so we have to pay for another year of the service. The States Attorney's Office was notified of non-payment and Betsy Wilson has negotiated us a discount and asked for language changes regarding the annual renewal. The Code Red emergency notification system was approved in 2012 and was to expire on 9/3/13. They have agreed to the discount price and take out the automatic renewal and hopefully we can get a six month agreement. Betsy Wilson reported that she got them down to \$7,000 and we were paying about \$8,900 for the year. **Motion by Connie Beck and second by Joe Gasparich to authorize Chairman Hertel to sign the revised contract and the voucher for the Code Red invoice once the final amount is negotiated. All in favor, motion carried.** It will be retroactive and expire on September 3rd unless they will allow a six month contract. There was further conversation about contracts and their automatic renewal. Chairman Hertel volunteers his office to obtain copies of contracts from all appointed and elected officials so they can be reviewed and available for discussion. A meeting will be scheduled for all elected and appointed officials to discuss this matter.
11. **Raymond Fire Protection District Paid County Trustee:** The Raymond Fire Protection District has paid \$810 to the County Trustee for the Parcel in Harvel. We also received a check for \$500 towards the cleanup that will be put back in the Coal Revenue.
12. **Circuit Clerk's Office Deputy Position was put in the Newspapers Update/Approval:** An employee quit last November and the Circuit Clerk's Office is short staffed. The position was not put in the FY 2015 budget. The committee discussed Circuit Clerk Lemons looking at her options to figure out how to pay this new employee and if nothing works then we amend the budget. Gasparich recommends that Holly Lemons address the committee when she returns from maternity leave.
13. **Employee Health Insurance Update/Approval:** Consociates will come to the February meeting.
14. **Other Business Update/Approval:** Hampton+Knodle asked if the due dates for the real estate tax bills could be not back to back. The committee will continue this discussion next month. Motion by Connie Beck and second by Joe Gasparich to pay bills and approve payroll. All in favor, motion carried. Motion by Mary Bathurst and second by Mike Plunkett to adjourn the meeting. All in favor, motion carried. *Meeting adjourned at 11:10 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: Tuesday, January 6th, 2015

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, Sandy Leitheiser, Bill Gonet and Amanda Daniels

The committee met today to discuss the following:

1. **Elections Update/Approval:** County Clerk Sandy Leitheiser shared a list of the Important Election Dates for the Consolidated Election to be held on April 7th, 2015 and a list of the local districts who will be conducting an Election.
2. **EPA Report Update/Approval:** Bill Gonet reported that he was told that there should not be any changes with the grant with the changing of the new administration. The committee advised Gonet to amortize the new pickup truck over a three year period versus a five year period.
 - Intergovernmental agreement with municipalities – The Economic Development Committee has requested that the Planning Commission take up the question of charging for structural permits again. Chairman Hertel stated that if we start charging for Structural Permits we should have an Intergovernmental agreement with the municipalities that do not have structural permits if they want us to serve their community.
 - Building Permits – Gonet will be giving out structural building permits issued in the County. Gonet stated that he checked with the EPA and it is OK for him to work with the building permits as long as he completes his annual delegated inspections, which there should be no problem. The committee discussed that in the bigger picture we need to get these new structures/properties on the tax rolls so that everyone can pay their fair share.
 - Committee discussed a building in Ohlman that is in very poor shape and the basement is full of water posing a health hazard. Connie Beck will check with Assistant States Attorney Betsy Wilson on how to proceed with getting the property cleaned up. Chairman Hertel stated that we may need to work with the Village of Ohlman to get an Intergovernmental Agreement to clean up the property. **Motion by Gasparich and second by Chuck Graden for Connie Beck to work with Assistant States Attorney Betsy Wilson to get the Vernon Weber property in the Village of Ohlman cleaned up. All in favor, motion carried.**
3. **Recycling Program and Events Update/Approval:** Ben Bishop reported:
 - The Nokomis Drop Shed was organized and additional gaylords were put there to allow more room for recycled materials. Gasparich stated that he will help with the conversation with the City of Nokomis regarding the excess cardboard and they will make arrangements to get on the City agenda.
 - Electronics Recycling Drive: Bishop reported that he went to BLH in Springfield to talk about an electronics recycling drive. All TV's no matter what size will be \$20 each to collect. Committee discussed informing the public that we do not take televisions. Gasparich will work on a press release
 - The committee reviewed the shipping weights and revenues for 2014 and 2015.

4. Animal Control Facility and Program Update/Approval: Amanda Daniels reported:

- The committee discussed the need to purchase a new van on the State Bid and the funds will come from the Vanek Estate. The current 1999 Chevy Van had over \$2,200 worth of work on it last year since the bad fuel incident and it still does not run properly. There is overheating and other issues now. The committee discussed trading in the 1999 Chevy Van and the 2007 Crown Vic. **Motion by Chuck Graden and second by Richard Wendel to purchase the new van and trade in the 1999 Chevy Astro and the Crown Vic. All in favor, motion carried.** The bids will be opened on Friday January 16th, 2015 at 3:30 pm.
- The committee reviewed and approved the revised contracts with the municipalities. Assistant States Attorney Betsy Wilson has reviewed and approved the contracts.
- The committee reviewed and approved a revised fee structure for the spay/neuter program.

5. Other Business Update/Approval:

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 Earlene Robinson to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 10:05 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, December 18th, 2014

Time: 8:00 AM – County Board Room

Members Present: Chairman Mary Bathurst, Jay Martin, Bill Bergen, Jim Moore, Mike Plunkett, Evan Young and Board Chairman Roy Hertel

Others Present: Tom Franzen, Steve Spinner, Travis Schmidt, Betsy Wilson, Sandy Leitheiser, Ron Jenkins, Liz Holcomb, and Hugh Satterlee. Union Rep Jim Shovlin, Union Rep Judy Simpson, Mary Shipman

The committee met to discuss the following:

1. **Update/Approval Health Insurance with Consociates:** Steve Spinner and Travis Schmidt with Consociates Dansig were present to answer questions about cost savings on the employee health insurance. Bathurst explained that the Committee wanted to address some concerns on how the current PPO is being managed and if Consociates is negotiating the best discounted rates for its network. Travis Schmidt responded that in Montgomery County, there is not a lot of information for competitive carriers but they did have HealthLink do an evaluation against the County's claims for the past year which resulted in a potential \$80,000 savings if the County's claims had been run through HealthLink. Schmidt explained that the HealthLink administrative fee is \$8 per employee which would balance against the savings and it would net approximately \$72,000. Schmidt offered to do a similar comparison with PCHS and any other area plans. Schmidt advised that the PPO can be switched if better discounts can be realized but it will require printing new employee ID cards, etc. Bathurst requested pursuing additional review of potential savings through PPO networks.

Plunkett asked about the current prescription drug plan noting that many employee complaints are due to the current plan. Schmidt stated Consociates has terminated its relationship with the current Express Scripts and have entered into a new arrangement with Script Care as of January 1, 2015. Schmidt reported that there will be no rebates to employees for Express Scripts prescription claims due to exceeding the plans limits. He further explained that Script Care is a family-owned business and they have the ability to respond almost immediately to concerns and requests for information. He stated Script Care is currently Consociates' second largest pharmacy coverage manager. Tom Franzen stated that his feeling is that the County and Consociates should focus on the most efficient use of PPO networks and discuss fees as the best potential for the County to realize cost savings in the County's health insurance plan.

Bathurst discussed the decision that any health insurance issues which arise and fall outside of the current provisions of the County's plan, these issues will be discussed and decisions on resolutions made by the Personnel Committee going forward. She asked if the copy of the Summary Plan Book she received from the Treasurer's office was the most current document (since the Committee will use it as its resource in determining issues) since there was no mention of the County's Wellness Program in the document and any signatures in the document were more than 2 years old. Treasurer Jenkins stated the Wellness Program shouldn't be in the document since it is available to all employees, not just those participating in the County health insurance plan. Travis Schmidt indicated that the Wellness plan benefits for participating employees in the insurance plan are paid through the plan, the Wellness amendment should be included in the Summary document. Additionally, there are other amendments which are not included in the document Bathurst has and they should also be included. Consociates stated that an updated plan book can be printed if the County desires for a cost to the County of \$1950.

Plunkett asked about Consociates' commission. It was explained by Consociates that most agencies/TPAs receive approximately the same in commissions for their services and it is a matter of how they list their fees/charges for particular aspects of a plan but that they all receive their commissions one way or another. Further, they advised that it was still Consociates' belief that it was in the County's best interests to stay with a partially self-funded plan as opposed to a fully-funded insurance plan.

Bathurst discussed with the committee a specific issue which was brought to the County but fell outside the provisions of the current plan involving a claim submission by a health provider for services rendered over 2 years prior. After discussion, the Committee determined that the claim should not be paid by Consociates as it was not submitted within the time requirement of the County's plan. Bathurst will follow up via email to Debbie Miller with Consociates to formally advise her of the Committee's determination in the matter.

Finally, the Committee requested that Consociates come back to a joint Personnel/Finance Committee meeting on January 8, 2015 to provide additional information on cost comparisons of various PPOs.

2. **Update/Approval of Employee Supplemental Insurance:** Bathurst reported that Washington Mutual met with employees to offer supplemental short-term disability insurance and 10 employees signed up which met the County's minimum requirement for allowing them to provide their product for one year until the 2015 open enrollment period when the Personnel Committee will have a final plan in place for all supplemental insurance programs offered to County employees. The Committee will look at whether or not the County will continue payroll deducting any supplemental insurance plans for employees and if so, will have a plan on a fair way for potential vendors to offer their services and for employees to choose which plans in which they want to participate. Hugh Satterlee asked that the Committee consider a narrow timeframe for potential vendors to talk to employees as the current process is very disruptive in the office setting. The Committee agreed with Satterlee's suggestion and those issues will be factored into the Committee's final decision. Jim Moore asked if a list of County employees could be provided to any potential providers and leave it up to them to contact employees outside of the work setting which would keep them out of County offices during business hours. Assistant States Attorney Betsy Wilson advised not to provide employee information to vendors unless they requested such a list through an official FOIA request. There was discussion that all services currently offered can be purchased by employees outside of the County's involvement other than the fact that some employees currently have a particular Aflac policy that is deducted pre-tax. It was agreed by the Committee that the major advantage to County employees with payroll deduction of any of the supplemental insurance plans is the convenience of having the money deducted and paid to the provider without employees ever seeing the dollars in paychecks. What needs to be determined is whether the County can realize a cost benefit in man hours, office disruption and cost of any County supplies used to provide this service if the County discontinues this service for employees since all these services are available to the employees on their own without the County's input. Committee members shared concerns about the County resources/taxpayer dollars used to benefit the insurance companies in maintaining policies between the companies and County employees.
3. **Update/Approval Accounting Software:** Committee Chairman Bathurst stated that the Committee would like more information about the Human Resources module of the Zobrio accounting software being considered for purchase by the County. Treasurer Jenkins stated the capability is there for timekeeping within the software, among other HR components but that his office does not want to delve into the HR component of the accounting software. Staff within the Treasurer's Office and County Clerk's Office voted on their preferred software package and Zobrio was the majority choice. The software package offered is \$63,000. Although the new software is not required for the offices to

continue to function, it will benefit the County greatly and will serve the County for years into the future as the current systems is very user unfriendly and antiquated compared to the new software package offered. Committee members expressed that modules within the software package should only be purchased if they are going to be used by the County and Plunkett pointed out that elected officials are not required to participate in the new software packages if they choose not to and this should be taken into account when deciding which modules to purchase. Zobrio will give a presentation to the joint Personnel/Finance Committee meeting on January 8, 2015 to address any questions or concerns.

4. **Update/Approval Deferred Compensation:** Chairman Bathurst stated that she has been checking into the current County deferred compensation plan with VALIC. There are currently 12 County employees participating in the plan through payroll deduction. In researching the plan, there were minutes from July, 2002 in which a motion was passed for the County to initiate and administered the plan "contingent upon States Attorney Jim Roberts' approval." In asking Assistant States Attorney Betsy Wilson if there is any documentation in their office files of such approval having been provided, she was unable to locate any documentation. Additionally, she talked with Judge Roberts (who was States Attorney at the time of the 2002 motion) if he reviewed and approved such a contract and Judge Roberts responded that he had never heard of VALIC and did not approve the contract. Assistant States Attorney Wilson explained that although the motion was never properly enacted with the formal approval of the States Attorney at the time, it would still be enforceable because of acquiescence by the County in carrying out the terms of the plan; however, in the 12 years the plan has been in force, it has never been formally offered to employees during any open enrollment period, nor are employees provided information about the plan when hired as they are with the County's other employee benefits such as health insurance and the additional supplemental policies offered during the open enrollment period each year. Although there is documentation that shows a plan administrator for the County, the plan was never actually implemented and administered in an equitable manner to all employees. In research, Chairman Bathurst was advised by VALIC's corporate office that there are no penalties to the current participants in the plan if the County terminates the plan and that that comparable policies are available to the participants on their own through VALIC without the County's participation. VALIC advised that the County needs to pass a resolution to terminate the plan and that will trigger action by VALIC to deal with the current participants and help them decide what they want to do with the money they currently have in a VALIC account. Additionally, Bathurst has met with every current participating employee and provided all of them with VALIC's local representative, Terri Bailey's contact information so that they can reach her to discuss their options. It was the conclusion of the Committee after a lengthy discussion that the County should terminate their current 457 deferred compensation plan with VALIC. **Motion was made by Jay Martin, second by Evan Young to recommend to the full board a resolution to terminate the deferred compensation plan between the County and VALIC. All in favor, motion carried.** The full board will have a month to consider the resolution from introduction at the January, 2015 meeting to vote at the February, 2015 meeting.

5. **Update/Approval Local 773 in the Sheriff's Department:** The Personnel Committee met with Local 773 Union Representative Judy Simpson and a few employees of the Sheriff's Office for the first time to discuss the proposals submitted by the union. The next meeting will be scheduled for January 22nd, at 5:30 pm in the County Board Room.

Update/Approval Other Business: None at this time.

Motion by Jay Martin and second by Mike Plunkett to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 11:35 am 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, January 7th, 2015 **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

Other Present: County Engineer Kevin Smith

The Committee met today to discuss the following:

1. **Update/Approval Red Ball Trail Update/Approval:** Engineer Smith stated that he has checked with Assistant States Attorney Betsy Wilson who will come to the next committee meeting to give an update.
2. **2015 Fuel Letting Approval:** One bid received from M & M Service. The Alternate bid for gas and diesel is their cost plus 10 cents per gallon. Fixed price for gasoline for the year is \$2.151 per gallon. Fixed Price for diesel for the year is \$2.496 per gallon. Last year we paid \$3.151 for gas and \$3.426 for Diesel. **Motion by Mike Webb and second by Earlene Robinson to approve the bid from M & M Service for the fixed price for the fuel at \$2.151 per gallon and \$2.496 per gallon for Diesel. Discussion:** Glenn Savage feels that we should go with the flexible price because of how the market is. This bid has always been is for a one year period, January to January. **Voting Yes is Gene Miles, Earlene Robinson, Bob Sneed and Mike Webb. Glenn Savage and Evan Young voting No. Motion carried.**
3. **Resolution #2015-01:Resolution to appropriate funds for 1122 B-CA, Burg Road, multiple locations, 100% County Approval:** Five locations for slide in culvert liner jobs. \$22,900 **Location A is \$4,500 and Locations B through E are \$4,600 each.** **Motion by Bob Sneed and second by Glenn Savage to recommend the approval to appropriate funds for these five locations. All in favor, motion carried.**
4. **Pipeline Permit/Road Use Agreement Update/Approval:** Meeting will be held on January 28th 2015 at 7:00 with all the townships to explain the permit/road use agreement for the pipeline and transmission line projects. Engineer Smith will check with the States Attorney's Office for an amount for the bond. Smith thinks that 1.5 million might be enough. Engineer Smith has seen a map of where they want to put the pipeline, but has not seen a map on how they plan to go through the County. Evan Young suggests a \$2 million dollar bond.
5. **2015 Rock Letting Reminder Update/Approval:** Special Meeting will be held on Wednesday, January 28th, 2015 at 9:30. The backhoe letting will be at 9:00 am. The committee discussed also checking to see if Betsy Wilson will be available to come and discuss the Red Ball Trail. If she is, then it will have to be put on the agenda.
6. **Walshville Bridge R.O.W. Purchase Update/Approval:** Engineer Smith stated that when doing a Federal project, you have to have ROW purchased months before the project. He has some appraisals for a couple of landowners. **Motion by Glenn Savage and second by Mike Webb to enter into Executive Session for the Purpose of discussing property acquisition. All in favor, motion carried. Time 9:10 am Motion by Glenn Savage and second by Bob Sneed to come out of Executive Session. All in favor, motion carried. Time 9:25 am. Motion by Glenn Savage and second Evan Young to allow Engineer Smith to negotiate with the two landowners.**

7. **Other Business Update/Approval:** Engineer Smith stated that he talked with Greg Nimmo about the road that leads up to the new Communications Tower. Committee Chairman Miles stated that Evan Young talked with a landowners that had an issue with paying for dirt and the landowner will pay the bill.

Road and Bridge Report: Montgomery County Forces have been patching roads, checking and replacing signs, and replacing entrance pipes. Bob Sneed thanks the Highway Department for working on the parking lot across from the New Courthouse.

Motion by Earlene Robinson and second by Mike Webb to Pay Bills. All in favor, motion carried.
Motion by Mike Webb and second by Earlene Robinson to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 9:45 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.