

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, December 29th, 2015

Time: 8:30 am – County Board Room

Members Present: County Board Chairman **Roy Hertel**, 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**, and Building & Grounds Chairman **Bob Sneed**

Others Present: Bill Schroeder and Sandy Leitheiser

The committee met today to discuss the following:

Coordinating Committee: Roy Hertel, Board Chairman

1. **CIPT Mobility Report by Nathan Nichols at the January Full Board Meeting Update/Approval:** Nathan Nichols will report at the January Meeting.
2. **Kelly Moroney from Housing Authority will attend January Full Board Meeting Update/Approval:** Kelly Moroney will report to the January Full Board Meeting.
3. **Coal Mine Update/Approval:** Chairman Hertel reported that there is still a fire in the
4. **Law Suit – Montgomery County vs. State of Illinois Update/Approval:** Chairman Hertel reported that the law suit was filed in the Circuit Clerk's office regarding the salary reimbursements for the SOA, States Attorney and Public Defender. The State is supposed to pay all of our MFT funds that are due.
5. **Subrogation Payment Update/Approval:** Chairman Hertel reported that the insurance company over paid the county \$3,600 back in 2012 for an employee's accident. Assistant States Attorney Betsy Wilson has reviewed the documents and we owe the money to the insurance company so Chairman Hertel signed the voucher to reimburse the insurance company.
6. **Executive Session Minutes Update/Approval:** Chairman Hertel reported that we have reviewed the Executive Session Minutes and they will be addressed at the next full board meeting.
7. **Soil Conservation Meeting Update/Approval:** Chairman Hertel reported that he met with board members of the USDA Soil Conservation regarding their concerns that their budget is being cut. They asked the County to support them by letting legislatures know that their funding is needed and to leave their budget alone.
8. **Other Business Update/Approval:** Chairman Hertel stated that he was in communication with the Sheriff and Highway Engineer regarding the historic rainfall over the Christmas holiday weekend. Many roads were closed and water went over the dams at the three lakes in the County.

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

1. **Maintenance Issues and Report Update/Approval:** Sneed reported that there was no water in the basement of the Historic Courthouse after the historic rain. Leitheiser stated that Chambers Flooring needs to be called to finish the baseboard by the handicap entrance.
2. **Annex Building Project Update/Approval:** Sneed reported that we will need to observe the contractors when they work on the Annex Building and he has asked McDonough Whitlow to do the administrative work for the project. Sneed stated that he could do the observation.
3. **Communication Tower Renovations Update/Approval:** Sneed reported that antennas have been installed but he doesn't know if they are operational yet.
4. **Elevator Proposals Update/Approval:** Daniels reported that the elevator specs have been put out and communication has taken place with both OTIS and Schindler Elevator services to place their bids. The third party inspection will take place once a vendor is selected.
5. **Other Business Update/Approval:**

Economic Development Committee: Heather Hampton+Knodle, Chairman *Thursday, Dec. 31st. at 8:30 a.m.*

1. **MCEDC Update/Approval:** Hampton+Knodle stated that Mayor Sullivan has asked Rex Brown to serve on the MCEDC Board for Hillsboro.
2. **Incentives Update/Approval:**
 - **Revolving Loan Fund:** Hampton+Knodle stated that Will Shalter has been communicating with some businesses interested in the RLF and will set up a RLF board meeting.

- Enterprise Zone – The committee will discuss a General Abatement for C & C Heating & Cooling of Nokomis.
- 3. **Planning Update/Approval:**
 - Planning Commission – Committee will discuss a new member for the planning commission.
- 4. **Infrastructure Update/Approval:**
 - Incumbent Provider Updates: Committee will discuss.
 - Fiber RFP – Committee will discuss.
 - Eagle Zinc – No new information.
- 5. **Tourism Update/Approval**
 - Tourism South – No new information.
- 6. **Workforce Update/Approval:**
 - CEO Program – Hampton+Knodle stated that the current CEO class has been going to the county high schools to talk to students about the program and that 20 students showed up at each of Litchfield, Hillsboro and Nokomis high schools. Panhandle had about 8 interested students. There is a fundraiser scheduled for February 27th in the Hillsboro High School gym.
- 7. **Other Business Update/Approval:** None at this time.

E.M.A./Ambulance Committee: Glenn Savage, Chairman *Mon. Jan. 4th at 8:30 a.m.*

1. **Ambulance Calls Update/Approval:** Ambulance calls are routine.
2. **Hazard Mitigation Plan Meetings Update/Approval:** Next meeting, January 21st, 2016. RSVP to Holmes.
3. **Fire Extinguisher Training Update/Approval:** Training was on Nov. 18th in the board room.
4. **911 Legislation Update/Approval:** Nothing to report at this time.
5. **Other Business Update/Approval:** None at this time.

Finance Committee: Megan Beeler, Chairman *Thursday, Jan. 7th, at 8:30 am.*

1. **SOA Report Update/Approval:** Beeler reported that the assessments have been mailed to property owners. Chairman Hertel stated that the Finance Committee needs to pursue the legislation that would allow us not to publish these changes in the newspaper as they can be put on the county web site. Hampton+Knodle asked if assessment notification changes to the same address could be mailed in the same envelope. Beeler will follow up with the Beacon advertising.
2. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Committee will review and discuss.
3. **New Wave Phone and Internet Implementation Update/Approval:** The committee will discuss.
4. **Zobrio Accounting Software Implementation & Access for Supervisors Update/Approval:** Chairman Hertel stated that he has had some communication with Zobrio regarding their invoice and that we also received an invoice from Abila the maker of the software. Zobrio has agreed to pay the invoice for Abila and Betsy Wilson is negotiating the invoice with Zobrio. Beeler will follow up with Betsy. The Treasurer's Office staff is happy with Andrew from Zobrio.
5. **County Hotel/Motel Tax Ordinance Update/Approval:** Committee will discuss. Betsy Wilson is working on this.
6. **County Board Structure Update/Approval:** The committee will discuss.
7. **Resolution to Convey Deed to Parcel ID # 03-28-205-006 in Pitman Township to the Village of Waggoner Update/Approval:** Committee will discuss.
8. **Resolution to Convey Deed to Parcel ID # 13-06-286-011 in Witt Township to Elizabeth Watkins Update/Approval:** Committee will discuss.
9. **Tom Day Invoices for Copy Maintenance:** Beeler stated that she has reviewed the new invoice and there are some questions and would like to schedule a meeting with Dale Smith to review.
10. **Other Business Update/Approval:** The Committee reviewed the FY 2015 revenue and expense reports

HWE Committee: Connie Beck, Chairman *Tuesday, Jan. 5th. at 8:30 a.m.*

1. **Elections Update/Approval:** Committee will discuss.
2. **EPA Report Update/Approval:** Committee will discuss.
3. **Recycling Program and Events Update/Approval:** Committee will discuss.

- Baler, Revenue – Ben Bishop went to Northern Illinois to look at a new baler. Chairman Hertel stated that we have been communicating with DCEO regarding some suggestions for getting revenue and grants when the State gets a budget..

4. **Animal Control Facility Program Update/Approval:** Betsy Wilson has reviewed and approved the revisions to the Breeder Section of the animal control ordinance. . The committee will review and the board will vote in February. Committee also discussed the activity of calls and complaints regarding dogs being tied up outside during the recent historic rain fall over the Christmas weekend.

- Ordinance, Fees, Stats

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

Personnel Committee: Mary Bathurst, Chairman *Wednesday, Dec. 30th at 8:30 a.m.*

1. **Local 148 Union – Circuit Clerk’s Office Negotiations Update/Approval:** Bathurst stated that the union members voted and rejected the tentative agreement. An agreement has been signed for a Federal Mediator and we are waiting for some meeting dates.
2. **Local 773 Pension Update/Approval:** Bathurst also reported that she, Chairman Hertel, Sheriff Vazzi, Business Agents Troutt and Simpson along with some members of the Pension Group met to discuss the discrepancies in the amount being withheld for their union pension. The meeting resulted in an agreement in what amount should be withheld and that the union will give a refund for what was over paid since 2012.
3. **Zobrio Time Keeping Module Update/Approval:** Bathurst reported that we are waiting to see when training will be scheduled with Zobrio.
4. **Personnel Manual Update/Approval:** Bathurst reported that the committee will discuss the revision to add language regarding the Supervisors being responsible for making sure their employees take the on-line training.
5. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** Not needed.
6. **Other Business Update/Approval:** None at this time.

Road & Bridge Committee: Gene Miles, Chairman *Wednesday, Jan. 6th at 8:30 a.m.*

1. **Above Ground Fuel Tanks Update/Approval:** New tanks are operational and employees are using their PIN numbers to get fuel. Bill Purcell will be there today to program the WiFi so that M & M Service will know when to deliver fuel.
2. **Simpson Bridge in Walshville Township Update/Approval:** Construction continues with the bridge deck.
3. **Crude Oil Pipeline Update/Approval:** Committee will discuss.
4. **Nokomis-Fillmore Road Repairs Update/Approval:** Committee will discuss.
5. **Red Ball Trail Update/Approval:** Committee will discuss.
6. **2015 MFT Funding Update/Approval:** We will be getting our funding.
7. **Other Business Update/Approval:** The highway department cleaned up some areas around the highway department property.

Mr. Schroeder stated that the “Shadow” area has been changed by the coal mine. There will be a lot of property that will be involved and several people have been talking to him about this issue. Schroeder stated that people are shocked to learn they are directly effected. Hampton+Knodle stated that she will discuss this with Chris Casey so that these agencies notify him so he can notify the Planning Commission. Chairman Hertel stated that if anyone wants to see the permits that were filed can go down to the County Clerk’s Office to review them. Schroeder stated that they will be asking for a public hearing.

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

Meeting adjourned at 10:25 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

Buildings & Grounds Meeting Minutes

Date: Friday, January 8th, 2016

Time: 8:30 AM – County Board Room

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

Members Absent: Board Chairman Roy Hertel

Others Present: Lloyd Meyer, Holly Lemons and Terry Bone

The committee met today to discuss the following:

1. **Cleaning Hours at New Courthouse Update/Approval:** Circuit Clerk Holly Lemons was here to discuss the amount of part time cleaning at the New Courthouse. Lemons stated that she has no complaints about the cleaning considering the amount of time one person is doing the work that we used to have two people doing when we hired the service. At the budget hearings, the building and grounds committee increased the hours from 20 hours per week to 25 hours per week in order to make sure there was time for mopping floors during the winter. Lemons stated that one person is doing the high traffic areas every day and there is not enough time to clean other areas that need some attention once in a while like the stairwells and windows. The committee discussed and will authorize five more hours per week for a 60 day trial period. Lemons will report back to the committee after the 60 day trial period. **Motion by Chuck Moore and second by Gene Miles to approve the five more hours per week for cleaning at the New Courthouse for a 60 day trial period. All in favor, motion carried.**
2. **Maintenance Issues and Report Update/Approval:** Holly Lemons suggested putting signs on the front doors of the New Courthouse to let people know which door is the employee entrance and which door is the public entrance.
 - Lloyd stated that the doors leading to the basement of the Historic Courthouse have been painted and the areas by the secure hallway are being painted now.
3. **Annex Building Project Update/Approval:** The Committee reviewed an agreement from McDonough-Whitlow to perform engineering services to do the administrative work for the construction project on the Annex Building. Committee Chairman Bob Sneed will be observing the job. **Motion by Chuck Graden and second by Jim Moore to approve the agreement in the amount not to exceed \$3,000 to perform the administration work on the Annex Building tuck-pointing project pending review of the States Attorney's Office. All in favor, motion carried,**
4. **Communication Tower Renovations Update/Approval:** Antennas have been installed but due to the delays during and after the excessive rain they are not operational yet.
5. **Elevator Proposals Update/Approval:** The committee reviewed two elevator proposals for a one year and a three year maintenance agreement to service the two elevators at the New Courthouse and the one elevator at the Historic Courthouse. Schindler Elevator and Otis Elevator both submitted proposals that will be sent to the States Attorney's Office for review.
6. **Johnson Controls Maintenance Agreement Update/Approval:** The committee discussed the one year maintenance agreement submitted by Johnson Controls for the HVAC system at the New Courthouse. **Motion by Gene Miles and second by Richard Wendel to approve the one year maintenance agreement with Johnson Controls in the amount of \$4,680 for the HVAC system at the New Courthouse.**
7. **Other Business Update/Approval:** Bob Sneed reported that a speaker was borrowed and used at last month's board meeting to see if the sound was better. The committee felt that the speaker did help and Bob Sneed stated that he will try to find a used speaker to hook up in the board room to be used in conjunction with the podium.

Motion by Chuck Graden and second by Nikki Bishop to pay the bills. Motion carried.

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

Meeting adjourned at 10:30 am

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: Thursday, December 31, 2015

Time: 8:30 am – County Board Room

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

Members Absent: Nikki Bishop

Others Present:

The Committee met today to discuss the following:

1. **MCEDC Update/Approval:** Hampton+Knodle stated that Rex Brown was asked to serve on the MCEDC Board for Hillsboro. The committee reviewed the e-Newsletter that was provided earlier by Will Shalter that gave updates on the broadband RFP, Eagle Zinc cleanup efforts, working with Nokomis on a USDA grant for a squad car, business expansion in Nokomis and community development. Shalter also provided a job graph that provided two forms of numbers regarding the median gross income and the number of those jobs in our county. Government and agriculture jobs are not on this graph.
2. **Incentives Update/Approval:**
 - Revolving Loan Fund: RLF Board will meet on Tuesday next week and there were a few businesses that have made inquiries about the RLF.
 - Enterprise Zone – The committee discussed approving an Ordinance for a General Abatement for C & C Heating & Cooling of Nokomis. Jason Osborn has purchased the parcel in Nokomis where the old skating rink was and is going to put up a building for his heating and cooling business. Chris Daniels has made appointments to go to all the taxing authorities during the first three weeks of January. SOA Ray Durston's Office has reviewed the estimated costs for the improvements and gave an estimated assessed value that would be abated for four years. **Motion by Tim Hopper and second by Jay Martin to approve the Ordinance for a four year General Abatement for C & C Heating & Cooling of Nokomis. All in favor, motion carried.** The committee also discussed the time frame for an application to submit to DCEO to add territory to the EZ. Ray Durston was asked to join the discussion and he will check with GIS Technician Cassidy Younker to review the legal description information submitted by McDonough-Whitlow. The maps that were prepared by Tony Hard will need to be reviewed for the territory additions. The territory delegations will have to take place in a different application to DCEO. We will also need to see about revising the legal description document that was prepared by McDonough-Whitlow to reflect only the territory additions.
3. **Planning Update/Approval:**
 - Planning Commission – Tony Marcolini from Hillsboro has been asked to serve on the Planning Commission. **Motion by Deabenderfer and second by Jay Martin to approve that Tony Marcolini be appointed to the Planning Commission contingent on his acceptance. All in favor, motion carried.**
4. **Infrastructure Update/Approval:**
 - Incumbent Provider Updates: Hampton+Knodle stated that the committee will continue discussions on this issue.
 - Fiber RFP – The MCEDC will discuss and vote on this issue.
 - Eagle Zinc – Hampton+Knodle stated that she sent a note to EPA inquiring about the status of Eagle Zinc, which contractor will be used for phase II cleanup and the retention pile. Hampton+Knodle stated that she received a complaint about the smell of burning coal and that she put in a message to EPA and has no response.
5. **Tourism Update/Approval** -Tourism South Submissions. Shalter will be asked to follow up with the Tourism Bureau to see if we know if the State has responded regarding the hotel/motel revenue.
6. **Workforce Update/Approval:**
 - CEO Program – Hampton+Knodle stated that the current CEO class has been going to the county high schools to talk to students about the program and that 20 interested students showed up at each of Litchfield, Hillsboro and Nokomis high schools. The Panhandle school district had about eight interested students show up. There will be a concert fundraiser held on Saturday, February 27th in the Hillsboro High School gym.

Other Business Update/Approval: None at this time.

No bills to approve. Motion by Jay Martin and second by Ron Deabenderfer to adjourn the meeting. All in favor, motion carried. Meeting was adjourned at 9:40 am. 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: January 4th 2016

Monday 08:30-- EMA Office

Members Present: Chairman Glenn Savage, Chuck Graden, Bill Bergen, Ron Deabenderfer, Joe Gasparich, Tim Hopper

Members Absent: County Board Chairman Roy Hertel

Others Present: Diana Holmes

Ambulance Call Reports:

Collections: Director Holmes stated we don't have all the information in yet due to how the month ends.

December Collections: New System \$108,875.50 Old System \$23.00 Total \$108,898.50

AMBULANCE REPORT:

1. **Ambulance Contracts Update/Approval:** Director Holmes stated the ambulance contracts were mailed December 16th, 2015. We have only Nokomis contract back.
2. **Ambulance Board Meetings Update/Approval:** Savage stated we have the Ambulance Board's meeting dates. Holmes submitted the following dates: Nokomis/Witt meets the second Monday of the month at 7:00 p.m. Farmersville/Waggoner meets the second Tuesday at 7:00 p.m. Raymond/Harvel meets the second Wednesday at 7:00 p.m. Litchfield City Council meets the second Tuesday. Hillsboro meets quarterly at 4:00 p.m.

EMA:

1. **AED Training January 14th Update/Approval:** Savage stated AED training is two hours long. There are three classes: 8:00 a.m., 10:30 a.m. and 1:30 p.m. in the County board room. Holmes asked board members to let her know if they plan to attend.
2. **Weather Spotter Class Update/Approval.** Savage stated the Weather Spotter class is on March 10th, 2016 at 6:00 p.m. - 9:30 p.m. at the Hillsboro Moose. Holmes stated that since food will be served she will need to know how many plan to attend.
3. **Accreditation Hours Update/Approval:** Montgomery County EMA office is ready. They have met accreditation.
4. **Panic Alarm Testing Update/Approval:** Holmes stated the system must be built for the Front desk at the new courthouse and has been ordered with Wareham's Security.
5. **MOU's received Update/Approval:** Memorandum of Understanding signatures are still coming in.
6. **Regional Meeting Update/Approval:** Discussion at the regional meeting included funding the EMPG grant.
7. **Rain Event 2015 Update/Approval:** Savage stated there were calls for information on road closures during this last big rain. There is no formal clearinghouse for calls to the County. Director Holmes stated she puts information on her personal website and the County's website. Holmes posted pictures from Facebook from Donnie Downs who had driven around taking pictures. She stated she does not drive around in unsafe conditions. Holmes stated there was talk on Facebook that the road past Ace Hardware was closed, but it was not. Hopper stated that the angle of the picture made it look like the water was at the edge of the road when it wasn't. Hopper stated calls were made to 911 and Montgomery County Dispatch. Committee members discussed having Bill Purcell from the IT department put road closures on the county website when received. A disclaimer would be attached that there could be additional road closures not posted. Graden stated we should extent this for blizzard conditions as well as rain. Gasparich stated the IDOT website keeps track of state roads. Hopper stated Route 16 bridge by Paris Frozen Foods and Walshville Trail bridge should be a part of the County Mitigation plan in case of failure. Gasparich asked Holmes to bring the total rain amount from the Weather Service to the next committee meeting.
8. **Other Business Update/Approval:**
 - Hazard Mitigation Meeting is January 21st at 6:30 p.m.
 - Holmes stated the old EMA copier is in basement of the old courthouse until it is determined where it is needed.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
12/7/15	23	8	4	13	5	53
12/14/15	24	0	19	1	0	44
12/21/15	69	0	10	5	0	84
12/28/15	48	99	0	3	0	150
	164	107	33	22	5	331

Processed Reports

Pay the Bills: Motion by Graden, second by Gasparich to pay bills. All in favor, motion carried.

Adjourn: Motion by Hopper, second by Bergen to adjourn at 9:05. All in favor, motion carried.

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

Montgomery County Board

Finance Committee Minutes

Date: Thursday, January 7th, 2016

Time: 8:30 AM – County Board Room

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

Members Absent:

Others Present: Ray Durston and Ron Jenkins

The committee met today to discuss the following:

1. **SOA Report Update/Approval:** Ray Durston stated that the last remaining township assessment changes were published and notices were mailed. The last day to sign a complaint is January 20th. THE SOA office has received about 100 complaints so far and the Board of Review has started their inspections. North Litchfield Assessor Leon Green has retired and Tom Baker will take over as assessor. Durston stated that his office is working on the changes and they will mail about 2,800 renewals for 2016 Homestead exemptions. Durston also reported that he will be scheduling training for staff soon for DOR and Illinois Property Appraisal Institute courses. Durston stated that GIS Technician Younkers has been working with McDonough-Whitlow to get our Enterprise Zone maps. The files with the maps could not be retrieved and put into our system. McDonough-Whitlow now has the maps compatible with our mapping system and Cassidy is working with the files. Durston also reported that John Galer has everything he needs for the advertising on the Beacon Website and that he will work with advertisers this week.
2. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** The committee reviewed the coal revenue reports and discussed the press release from Foresight Energy regarding the Deer Run Coal mine. The press release went out on Wednesday, January 6th and there is a concern that the coal mine will not re-open due to the problems with the fires. The coal mine was not successful in removing the long wall machine. The committee discussed the need to review the financial impact to the County if the coal mine is not able to re-start operations after a certain amount of time.
3. **New Wave Phone and Internet Implementation Update/Approval:** The phone and internet system has been changed over to New Wave as of this week.
4. **Zobrio Accounting Software Implementation & Access for Supervisors Update/Approval:** Beeler stated that she talked with Assistant States Attorney Betsy Wilson on the status of negotiating the invoice Zobrio CEO John Varadian. Varadian was to send a written response to this request and as of last Wednesday nothing has been received. Beeler reported that the Treasurer's Office has been happy with the training provided by Andrew and that they will start training on the H-R model after March 1st, 2016. The committee reviewed the bank balance, revenue and expense reports as provided by Treasurer Jenkins.
5. **County Hotel/Motel Tax Ordinance Update/Approval:** The committee will continue to work on getting an ordinance drafted for the County Hotel/Motel tax.
6. **County Board Structure Update/Approval:** Beeler reported that there is nothing new this month for the committee to discuss.
7. **Resolution to Convey Deed to Parcel ID # 03-28-205-006 in Pitman Township to the Village of Waggoner Update/Approval:** Motion by Connie Beck and second by Joe Gasparich to convey deed 03-28-205-006 in Pitman Township to the Village of Waggoner. All in favor, motion carried.
8. **Resolution to Convey Deed to Parcel ID # 13-06-286-011 in Witt Township to Elizabeth Watkins Update/Approval:** Motion by Heather Hampton+Knodle and second by Mike Plunkett to convey deed 13-06-286-011 in Witt Township to Elizabeth Watkins. All in favor, motion carried.
9. **Tom Day Invoices for Copy Maintenance:** Beeler reported that she will meet with Dale Smith on Tuesday after the board meeting to ask questions regarding the copy machine maintenance agreements.

10. **Capital Fund (SB 87/PA 99-0019 – Senator Pamela Althoff):** Beeler reported that Mike Plunkett had a press release regarding Capital Fund (SB 87/PA 99-0019 that allows a county to accumulate, in a separate fund, no more than three percent of the equalized assessed value of property that is subject to taxation by the county for capital improvements, repairs, or replacements. This legislation becomes effective January 1st, 2016 and doesn't appear to be an issue for Montgomery County.
11. **County Budget Public Hearing (HB 2474/PA 99-0273):** Beeler reported that Mike Plunkett shared another press release information regarding HB 2474/PA 99-9273 that requires counties to have a public meeting on the annual budget and provide to members of the public copies of that budget at that meeting at least 15 days before final action on that budget. This legislation also become effective January 1st, 2016 and won't affect what we are currently doing.
12. **UCCI Opinion Concerning Unknown Parcels Title Search Update/Approval:** Leitheiser shared information regarding the UCCI Opinion concerning the Unknown parcels title search. The committee reviewed and discussed the handouts.
13. **Mileage Reimbursement Update/Approval:** The Committee discussed the revised IRS mileage rate of \$.54 per mile that became effective January 1st, 2016. **Motion by Mary Bathurst and second by Heather Hampton+Knodle to change the mileage reimbursement to \$.54 per mile effective Wednesday, January 13th, 2016. All in favor, motion carried.**
14. **Open Bids for Sheriff's Vehicles:** The committee received a State Bid for two Tahoes in the amount of \$77,580 from Jennings. There are three cars that will be traded in for a total of \$6,000 so it would leave a balance of \$71,580. Robbins reported that they have two 2012 Tahoes that have about \$95,000 miles on them currently and they in good running order and have not required much maintenance or repairs. **Motion by Gasparich and second by Plunkett to approve the purchase of the two Tahoes from Jennings for \$71,580 with \$60,000 coming out of the Sheriff's budget Office 80 and the balance out of one of the other Sheriff's Department funds. Voting Yes = Beck, Bathurst, Plunkett, Gasparich and Hampton+Knodle. Voting No = Beeler.**
15. **Other Business Update/Approval:** Committee reviewed and discussed the Press Release from Foresight Energy regarding the Deer Run Coal mine. Circuit Clerk Lemons stated that she has now turned over all the felony cases to the State Comptroller's Office for possible reimbursement. Chairman Hertel reported that a lot of people showed up at the HWE committee meeting on Tuesday regarding their concerns on the proposed Animal Control Ordinance. The meeting was civil and some good points were shared. Bathurst stated that she had a call from a hunter that had some concerns on how the proposed ordinance would pertain to hunting dogs. Mike Plunkett stated that he had a couple of calls and there was nothing negative about the current staff.

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

Motion by Connie Beck and second by Mary Bathurst to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 10:03 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 Agenda

Date: Tuesday, January 5th, 2016

Time: 8:30 AM – County Board Room

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

Members Absent: Chuck Graden and Joe Gasparich,

Others Present: Ben Bishop, Amanda Daniels and about 60 others.

The committee met today to discuss the following:

1. **EPA Report Update/Approval:** Bill Gonet submitted his monthly inspections for the committee to review.
2. **Recycling Program and Events Update/Approval:** Bishop submitted his monthly production report for the committee to review and explained that he had to get some repairs done to the white box truck. The baler was also down for one afternoon and he called Pennell Fork Lift to come out and fix it after hours. Baler was operational the next day. Bishop also reported that there are some issues with the cardboard pickups that the committee will need to address.
3. **Animal Control Facility Program Update/Approval:**
Proposed Animal Control Ordinance – A proposed Animal Control Ordinance was given out last month for the board members to review. There were several board members called by various breeders and hunters. About 60 people showed up at the HWE committee to talk about their concerns with the proposed breeder's license and a couple of other issues. Chairman Hertel stated that this is only a proposed ordinance and there is still work to do regarding a couple of sections including the breeder's section. Chairman Hertel stated that there have been a few problems and situations with breeding of animals in the county needed to be addressed. Several people in the audience spoke regarding their concerns and how it would affect them as breeders or hunters. Chairman Hertel also explained the need for all pet owners to have their dogs and cats rabies vaccinated each year and that they should be registering them in the County. Pet owners that get their animals rabies vaccinated at a Veterinarian outside the County must still register their pet by purchasing a County rabies tag according to State law. This will help to identify their pet if it gets lost and the pet has the rabies tag on their collar.
4. **Other Business Update/Approval:** None at this time.

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

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

Meeting adjourned 10:35 am.

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: Wednesday, December 30th, 2015

Time: 8:30 am - County Board Room

Members Present: Chairman Mary Bathurst, Vice Chairman, Jay Martin, Bill Bergen, Jim Moore, Mike Plunkett, Evan Young

Members Absent: Board Chairman Roy Hertel

The committee met to discuss the following:

1. **Local 148 Union – Circuit Clerk’s Office Negotiations Update/Approval:** Bathurst stated that the union members voted and rejected the tentative agreement. We have signed an agreement for a Federal Mediator and need to schedule a meeting.
2. **Local 773 Pension Update/Approval:** Bathurst stated that a meeting was held with Chairman Hertel, Sheriff Vazzi, Business Agents Troutt and Simpson along with three members of the Pension Group to discuss a grievance that was filed regarding the amount being withheld for the Local 773 Laborers pension. The meeting resulted in an agreement by everyone that the correct amount was being paid to the employees so the grievance was dropped. Bathurst stated that they went back year by year to calculate the amounts and found that there was an over payment to the pension fund. The representatives of the Pension Fund agreed and stated that they will give a refund to the County. Bathurst reported that after the first of the year the Pension Fund will send us a refund check and she will work with Liz Holcomb and Chris Daniels to calculate what each employee would receive for a refund.
3. **Zobrio Human Resource Module Update/Approval:** Bathurst stated that once the year end work is done for payroll, that she will be participating in the training that will take place for the human resource module.
4. **Personnel Manual Update/Approval:** Bathurst stated that the committee needs to discuss the request at last month’s board meeting from Heather Hampton+Knodle that language be added so that each Supervisor would be responsible for making sure their employees take the sexual harassment training. After further review and discussion the committee felt that this was covered in the revisions. Included in the manual is a sign off sheet that requires employees and their supervisors to sign showing that they took the training. Bathurst also stated that the committee needs to come up with a policy and procedure for employees to take the sexual harassment training and other free training modules offered by ICRMT that would pertain for their job. Chris Daniels has worked with Bill Purcell to get access to the on-line training courses so that once an employee successfully completes, would print off a certificate that would be put in the employees personnel file.
5. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:**
Motion by Evan Young and second by Jim Moore to enter into executive session. All in favor, - motion carried. Time: 9:27 am
Motion by Jim Moore and second by Jay Martin to come out of executive session. All in favor, motion carried. Time: 9:33 am
6. **Other Business Update/Approval:**

Motion to adjourn by Jay Martin and second by Bill Bergen motion carried.

Meeting adjourned at 9:35 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 6th, 2016

Time: 8:30 AM – Highway Department

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

Members Absent: Glenn Savage

Others Present: County Engineer Kevin Smith, Larry Meisner, Vince Walch, Mark Hughes, Dwayne Fesser

The committee met today to discuss the following:

1. **2016 Fuel Letting Update/Approval:** Engineer Smith received one bid from FS M&M Service for the fuel prices. **Alternate #1:** Gas = M&M's cost plus \$.10 per gallon. Diesel = M&M's cost plus \$.10 per gallon. **Alternate #2:** Gas = fixed price for the year of \$2.001 per gallon and Diesel = fixed price for the year of \$1.926 per gallon. The committee discussed the two alternatives. Engineer Smith stated the highway department uses more diesel. He recommends the fixed price. **Motion by Webb, second by Sneed to approve and recommend to the full board Alternate #2, the fixed price from M&M Service of \$2.001 per gallon for gas and \$1.926 per gallon for diesel.** Young asked about the County being a member of the Farm Bureau and getting a discount at the end of the year for the amount of money or dividend from M&M Service. Chairman Hertel stated he will talk to the Farm Bureau about this. **Motion carried.**
2. **North Road Tile Update/Approval:** Engineer Smith stated the decision on what will be done at the intersection of the North Road and Witt Road, as far as drainage, will be pushed to next fall. We now have time to not rush to get things done. Hopefully landowners will discuss this and get back to the Highway Engineer about any decisions they have made for the drainage of their land or other input. Chairman Hertel asked Engineer Smith to find out from several contractors what it would cost to put in a 10 inch or 12 inch culvert across the North road. We would have that information if the County would decide that we would need to put that in. There was some discussing about the Blue Grass Drainage District that has a tile running across forty acres on the west side of the North Road that connects to the tile under the road. This forty acres is not in the drainage district and to expend money on that tile, the drainage district would have to expand to that forty acres, which would take court action. The committee will continue to look at this situation and wait for further discussion from the landowners over the next few months. It was noted that Ameren has a four inch gas line that runs along the west side of the North Road and then moves to the east side where much of this work would need to be done. If a ditch was cut across the field on the east side of the road there was concern that this might expose that gas line and there would not be enough clearance to satisfy Ameren. The committee will continue to work on this.
3. **Simpson Bridge Construction Update/Approval:** Engineer Smith stated the deck beams are set and transverse ties on. With the current weather, the contractor has shut down for the winter, but might be able to do some more work if the weather would warm up considerably. It looks like the bridge will be completed in the spring. Everyone was thankful that the major work was up out of the water. Several members had visited the bridge and observed the work.
4. **Above-ground Fuel Tanks Update/Approval:** The above-ground tanks are running and fully operational. The IT department is working on getting the software running. Smith stated he will manually keep track of the usage until the software issue is resolved. The two old tanks

will be removed in the near future. Engineer Smith will contact the company that received the contract to remove the old tanks to see how soon they can come and start the work. He wants to make sure that we draw down all the gas that we can in the old tanks.

5. **MFT Funding Update/Approval:** The State released MFT funds a month ago. They have caught up from June through November receiving \$216,888. We will continue to get our Motor Fuel Tax allotment on a regular schedule. The committee appreciated the state releasing this money.
6. **2016 Rock Letting Update/Approval:** At the next Road & Bridge Committee meeting Engineer Smith will have an opening of the bids. He is preparing the publication for that meeting and the bid letting.
7. **New Equipment Purchase Update/Approval:** Engineer Smith stated we need to update the fleet by replacing one tandem truck and get rid of an old single axle truck. Smith stated we will probably trade in the #10 single axle. The price of a new truck from the state bid is approximately \$123,000. Smith suggests purchasing an International tandem. Highway Department budgeted \$130,000 for a new purchase this year. The current balance of the Highway Department's Equipment Purchase line, Office #222, is \$294,187.88. Engineer Smith also suggested that we buy the bed for the truck from another supplier. The ones from the other company have had a good record of not rusting and being more durable. He will check on the difference in price to see if that is possible. Chairman Hertel stated we could sell the single axle outright if a trade-in is lower. Young stated to check with townships to see if they needed the single axle. Young asked if Recycling Center could use it. Smith will continue to gather information for the next committee meeting. Miles asked Smith to check if the bed is still good on the truck. It was noted that the mechanic believed that we should trade in the truck.
8. **Resolution Requesting Consent of the Department of Transportation to the Reappointment of the Incumbent as County Engineer Update/Approval:** Engineer Smith's six year term expires March 21st, 2016. There is time to start the process of negotiation. The State requires a resolution requesting consent of the Department of Transportation to reappoint the incumbent as County Engineer. **Motion by Sneed, second by Webb to approve the Resolution Requesting Consent of the Department of Transportation to the Reappointment of the Incumbent as County Engineer. All in favor, motion carried.** This resolution will be presented to the board. The second item to approve in February or March would be the resolution to appoint the County Engineer.
9. **Other Business Update/Approval:**
 - Chairman Hertel replied to a letter from IDOT asking for funds for I55 frontage roads, etc., but doesn't expect anything to come of it.
 - Engineer Smith noted that the Animal Control handicap parking is done.

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

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

Meeting adjourned 10:05 a.m.

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