

# Montgomery County Board

## Buildings & Grounds Meeting Minutes

**Date:** Friday, August 5th, 2016

**Time:** 8:30 AM – County Board Room

**Members Present:** Chairman Bob Sneed, Chuck Graden, Gene Miles, Richard Wendel, Board Chairman Roy Hertel, Mary Bathurst, Evan Young, Jim Moore and Connie Beck

**Members Absent:** Nikki Bishop and Joe Gasparich

**Others Present:** Lloyd Meyer

The committee met today to discuss the following:

1. **Maintenance Issues and Report Update/Approval:** Lloyd Meyer reported that a pump was installed so the air conditioning units on the west side of the Historic Courthouse would drain into the sewer system. Meyer also reported that he will be painting the north door of the Historic Courthouse and putting yellow paint on the stairs at the south entry.
2. **ICRMT Building Assessment and Appraisal Report Update/Approval:** The committee reviewed the county building assessment report that was prepared by ICRMT. The value of all the county buildings is in excess of \$23 million.
3. **Maintenance Technician/Custodian Position Interviews Update/Approval:** The committee conducted four interviews. **Motion to enter into executive session by Richard Wendel and second by Gene Miles. All in favor, motion carried. Time: 9:00 am.**  
**Motion by Gene Miles and second by Chuck Graden to come out of Executive Session. All in favor, motion carried. Time: 10:30 am.** Bob Sneed will contact the interviewees to discuss the position and make an offer.
4. **Johnson Controls Invoice Update/Approval:** Bob Sneed reported that he received communication from Johnson Controls regarding an invoice for \$13,000 for two controls that they installed when the coils were replaced last month. The committee discussed the last conversation with Luther from Johnson Controls regarding the replacement of the coils and controls and that all this work was going to be replaced at no charge to the County because of the warranty. Sneed reported that he was told that the company will not warranty the two controls and Johnson Controls has asked for help in paying for the replacement cost. **Motion by Gene Miles and second by Chuck Graden to ask Johnson Controls for a breakdown of the Invoice. All in favor, motion carried.**
5. **Other Business Update/Approval:** None at this time.

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

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

Meeting adjourned at 9:40 am Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

# Montgomery County Board

## Coordinating Committee Meeting Minutes

**Date:** Monday, July 25th, 2016

**Time:** 8:30 am – County Board Room

**Members Present:** County Board Chairman Roy Hertel, Mary Bathurst, Connie Beck, Megan Beeler, Heather Hampton+Knodle, Glenn Savage, Bob Sneed and Joe Gasparich

**Members Absent:** Gene Miles

**Others Present:** Sandy Leitheiser and Bill Schroeder

The committee met today to discuss the following:

**Coordinating Committee: Roy Hertel, Board Chairman :**

1. Coal Mine Update/Approval: Nothing new at this time.
2. Law Suit – Montgomery County vs. State of Illinois Update/Approval: Nothing new at this time.
3. SB 2503 Update/Approval: Assigned to Judicial Sub-Committee or Fees Committee
4. Bicentennial Resolution – December 3<sup>rd</sup>, 2018 Update/Approval: Committee discussed information sent from the State to help celebrate the Bicentennial of the State of Illinois in 2018. The committee will gather more information and discuss next month.
5. Dynegy Meeting on 7/22/15 Update/Approval: Chairman Hertel stated that he attended a meeting last Friday that was hosted by the plant manager at the Coffeen Power station. The manager stated that the Baldwin plant went from three units to only one unit running. The Newton plant is down to one unit and the Wood River is totally closed. The Coffeen Power Plant is classified as the cleanest running plant in the world. They are asking for us to support their Senate Bill
6. Other Business Update/Approval: Mr. Schroeder asked about where the rain water is going from the coal impoundment facilities.

**Building & Grounds Committee: Bob Sneed, Chairman**

1. Maintenance Issues and Report Update/Approval: Lloyd Meyer will report.
2. Interviews for Maintenance Technician Update/Approval: Will be held at the next regular B & G Committee meeting.
3. Other Business Update/Approval: Chairman Hertel stated that the City of Hillsboro paid for the concrete and labor for the sidewalk at the parking lot at the New Courthouse.

**Economic Development Committee: Heather Hampton+Knodle, Chairman**

1. MCEDC Update/Approval: Committee will discuss.
2. Incentives Update/Approval:
  - Revolving Loan Fund: Shalter will submit a report.
  - Enterprise Zone – Committee will discuss.
3. Planning Update/Approval:
  - Planning Commission – The Planning Commission met last week and Chris Casey is leaving Extension for another job and Will Shalter will now be facilitating the Planning Commission meetings.
4. Infrastructure Update/Approval:
  - Incumbent Provider Updates – Committee will discuss.
  - Fiber RFP – MCEDC is in the process of re-bidding the RFP.
  - Eagle Zinc – Clean up should start in August.
  - Bike Trail Taxes – The taxes will be voided at the Finance Committee.
5. Tourism Update/Approval
  - Tourism South – Committee will discuss.
6. Workforce Update/Approval:
  - West Central Development – Invoice for \$5,969.60
  - CEO Program – Committee will discuss.
7. Other Business Update/Approval: None at this time.

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

1. Ambulance Calls Update/Approval: The committee will review the report.
2. Ambulance Billing Office Update/Approval: The committee will review applications for a part time billing agent
3. Other Business Update/Approval: None at this time.

**Finance Committee: Megan Beeler, Chairman**

1. Forrestal Group – Gene Stuard, Power Plant Assessment Proposal Update/Approval: Beeler reported that letters will go out in August.
2. SB 696 Property Tax Freeze Legislation Update/Approval: The committee will discuss.
3. Early Severance Update/Approval: Beeler does not have any new numbers.
4. Employee Health Insurance Update/Approval: Personnel Committee will discuss.
5. SOA Report Update/Approval: Committee will discuss.
6. Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval: Committee will discuss.
7. FY 2017 Budget Discussions Update/Approval: Beeler reported that there is still a lot of work to do and that budget hearings went OK.
8. Court Security, Sheriff Department and County Clerk & Recorder Cost Study Update/Approval: Beeler reported that Bellwether is working on finalizing the cost study for the Sheriff's and County Clerk's Offices. Figures should be ready to report at the August Finance Committee meeting.
9. 708 board – FAYCO & Health Department Resolution for November Ballot Update/Approval: Beeler reported the Finance Committee would need the resolution at their August meeting in order for the full board to take action so this issue can be on the November ballot.
10. Public Safety Sales Tax Update/Approval: Joe Gasparich reported that this issue can be put on the ballot at the April general primary election. The full board would have to take action at the November meeting.
11. Other Business Update/Approval: None at this time.

**HWE Committee: Connie Beck, Chairman**

1. Elections Update/Approval: Clerk Leitheiser stated that she received the election judge reimbursement and the election grant money last week from the State.
2. EPA Report Update/Approval: Gonet will report.
3. Recycling Program and Events Update/Approval: Bishop will report.  
DC Waste: Trash Hauling and cardboard pickup – Brian Demming will attend the September committee meeting.  
Funding and Hillsboro/Litchfield Building Leases
4. Animal Control Facility Program Update/Approval: Daniels will report. Committee discussed having a kennel attendant for four hours a day.
  - Animal Control Ordinance
5. Other Business Update/Approval: None at this time.

**Personnel Committee: Mary Bathurst, Chairman**

1. Employee Health Insurance Update/Approval: Bathurst reported that Vault provided some numbers and the committee will discuss and let BCBS know by August 1<sup>st</sup> if they will go out for new numbers. Leitheiser asked if an office will be assigned to work with the third party admin like when we were with Consociates. Bathurst replied that the committee will need to discuss and find out.
2. Zobrio Human Resource Module Training & Implementation Update/Approval: Bathurst stated that she is waiting for Liz Holcomb who has been working with the Severance packages.
3. On Line Training (IPMG) Webinar and Procedural Manual for Sheriff's Department Update/Approval: Bathurst is waiting for some feedback from the Sheriff's Department.
4. Executive Session to Discuss Personnel and Litigation Issues Update/Approval: If needed.
5. Other Business Update/Approval:

**Road & Bridge Committee: Gene Miles, Chairman**

1. Village of Farmersville Ditch Update/Approval: The committee will discuss.
2. Few C-BA Projects Coming Update/Approval: The committee will discuss.
3. Rocky Hollow Bridge Replacement this Year Update/Approval: This project will take place this year.
4. Other Business Update/Approval: None at this time.

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

Meeting adjourned at 10:00 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

## Economic Development Committee Meeting Minutes

**Date:** Thursday, July 28th, 2016

**Time:** 8:30 am – County Board Room

**Members Present:** Chairman Heather Hampton+Knodle, Megan Beeler, Ron Deabenderfer, Tim Hopper and Jay Martin

**Members Absent:** Nikki Bishop and Chairman Roy Hertel

**Others Present:** Will Shalter

The Committee met today to discuss the following:

### **Economic Development Committee: Heather Hampton+Knodle, Chairman**

1. **MCEDC Update/Approval:** Shalter reported that he is working with the final 3D printing camp at Zion Luther School. They are working with students and adults to have access to a program to help them with workforce development. Lauri Saathoff Huber the new grant writer has begun searching communities. Shalter shared U of I Extension data regarding the County Health rankings in 2016. Our commute time is lower and has an impact on our health. Ron Deabenderfer stated that he attended a meeting last Friday with Dynege and suggests that Shalter have a retention visit with power plant manager O'Keefe. The committee also discussed the Community Foundation which is a foundation that handles the paperwork, administration, increases the pool of funds and is like an umbrella for all the others to operate under. This foundation is not just education; it branches out to other areas like libraries etc. Beeler stated that there are examples of people who want to give money in a memorial and they don't know where to send it to so this would be an easy way to send it. Hopper stated that this may be another way to stream line the money without all the work and headaches of setting up their own foundation. Hopper stated that we are joining with them to make it easier for people in our county to contribute. We will have a local advisory board of 6 to 12 people that will send out thank you notes and receipts for donations so they can be tax deductible. Early 2017 is the launch date for setting up the foundation.
2. **Incentives Update/Approval:**
  - **Revolving Loan Fund:** Shalter shared the revolving loan fund report and payments are on time. Shalter stated that he needs to follow up on the tax bill for the RLF business. The Economic Development Committee and the RLF Board reviewed a draft of Community Eligibility Criteria for the RLF. Hampton+Knodle stated that States Attorney Chris Matoush has looked at this document and said it appears OK but wants time to look at it further. The Committee discussed loaning out two thirds of the RLF for community eligibility, leaving about \$70,000 in the fund for a potential business and loan out the rest for community projects at a zero interest loan. The committee could then re-visit the balance and budget again next year. **Deabenderfer moved to recommend the Community Eligibility requirements as edited to the Revolving Loan Fund board for addition to the RLF Policy and Procedure Manual and pending State's Attorney approval for adoption by the full board. Hopper seconded the motion. Motion carried.**
3. **Planning Update/Approval:**
  - **Planning Commission –** Will Shalter reported that he will now be facilitating the Planning Commission meetings since Chis Casey has left the U of I employment. Shalter reported that Amanda Cole is exploring option of how to fill the position and will wait about a month to fill the vacancy. The next Planning Commission meeting is October 26<sup>th</sup>, 2016.
4. **Infrastructure Update/Approval:**

- Incumbent Provider Updates – Royelle will be presenting to the Imagine Hillsboro group in September.
  - Fiber RFP – The Fiber RFP has been revised and Shalter stated there is a meeting in August and the actual company will look to see if it is feasible. A consultant may be sought to see if this can be done.
  - Eagle Zinc – Deabenderfer stated that IEPA sent engineering sketches of the new cleanup efforts for Eagle Zinc and that there is no guarantee that this site will be turned over to the City of Hillsboro once it is cleaned up. It could be sold to another business or investor. Shalter stated that the parent company can't profit from the selling of the land.
  - Bike Trail Taxes – Ray Durston has taken care of the tax bills for the parcels south of the Black Diamond Trail.
  - Energy – Hampton+Knodle stated that she met with Dynegy Manager Randy O'Keefe and Deabenderfer stated that there were nine people present for a meeting with Mr. O'Keefe last Friday afternoon.
5. **Tourism Update/Approval:** Tourism – Shalter will work with IllinoisSouth on the branding issue and they can help us with the design and logo. Hampton+Knodle suggested having a contest for suggestions for the branding. Shalter stated that City of Litchfield has their branding issue but the other county communities need to figure out the brand for their area.
6. **Workforce Update/Approval:**
- West Central Development – We have not heard anything from West Central Development regarding the invoice for \$5,969.60
  - CEO Program – Lucas Secrest will speak at the annual meeting on Aug. 15<sup>th</sup> the annual meeting. The first day of class is Monday, August 22<sup>nd</sup>, 2016.
7. **Witt Downtown Buildings Update/Approval:** Hampton+Knodle talked with Shawn of Witt and the RLF needs to meet and approve the document that the States Attorney is reviewing.
8. **Other Business Update/Approval:** The committee reviewed information regarding the State of Illinois Bicentennial on December 3<sup>rd</sup> 2018. We can bring this up to the Tourism Bureau. There are four different funding mechanisms. The committee discussed passing a resolution that we acknowledge the State Bicentennial, but we will not offer funding at this time. Will Shalter will ask Tourism South to check on what they can do for this project and report next month.

There are no bills to approve this month.

Motion by Jay Marten and second by Tim Hopper to adjourn the meeting. All in favor, motion carried.

Meeting was adjourned at 10:35 am. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

# Montgomery County Board

## EMA Committee Meeting Minutes

**Date:** Monday, August 1<sup>st</sup>, 2016

**Time:** 08:30

**EMA Office**

**Members Present:** Chairman Glenn Savage, Vice Chairman Chuck Graden, Bill Bergen, Ron Deabenderfer, Joe Gasparich

**Members Absent:** Tim Hopper

**Others Present:** EMA Coordinator Greg Nimmo, County Board Chairman Roy Hertel and Undersheriff Robbins

### 1. EMA Old Business:

### 2. EMA New Business:

1. **EMA Job Description Update Needed Update/Approval:** Committee members reviewed the EMA Director Job Description and some revisions that need to be made like taking out the Ambulance billing.
2. **Ambulance Billing/EMA Office Reorganization Update/Approval:** Savage reported that he passed a letter around regarding the efficiency of the office from the Nokomis Ambulance District asking for the county to have another full time person and not fill the vacancy with a part time person. Committee members discussed just hiring the part time person for now and revisit the issue in three to six months due to the additional costs. Committee discussed reviewing the rent charged to the ambulance districts.
3. **FY 2016 Emergency Management Performance Grant (EMPG) Update/Approval:** Savage reported that the grant is \$20,258 towards Nimmo's Salary. This grant will be reduced because it Nimmo's new position is not full time.
4. **EMA Vouchers/Budget 2016/2017 Update/Approval:** Nimmo wanted to make sure that Office 85 will have the EMA expenses for this fiscal year and the EMA expenses will go under the Sheriff's Budget in FY2017.
5. **Illinois Emergency Services Management Association (IESMA) Update/Approval:** Savage reported that Nimmo joined the IESMA at a cost of \$94.00.
6. **EMA Assistant Update/Approval:** Committee discussed that Undersheriff Robbins will be the EMA Assistant and the grant reimbursement will be less because of the amount of time that he will spend on these duties.
7. **IEMA Quarterly Report Update/Approval:** Savage reported that the IEMA quarterly report has been submitted.
8. **Training and Education Program (TEP) 2017 Update/Approval:** Savage reported that Nimmo will be planning a training and education program for 2017.
9. **Homeland Security Exercise & Evaluation Program (HSEEP) Update/Approval:** Savage reported that Nimmo plans to hold a Homeland Security Exercise at the beginning of 2017.
10. **Scheduled Training Update/Approval:** Savage stated that Nimmo and Robbins will be attending this training in Fairview Heights.
11. **Region 8 Coordinator Update/Approval:** Savage reported that Nimmo has met with Region 8 Coordinator Stan Krushas regarding the EMA Director responsibilities, training and grant reimbursement.
12. **Annual IEMA Conference Update/Approval:** Savage reported that Nimmo and Robbins are scheduled for the IEMA Conference.
13. **EMA Shirts/Jacket/Coat Update/Approval:** Savage reported that Nimmo will be getting some bright colored gear for working emergency sites as needed.

14. **LEPC Update/Approval:** Savage reported that the Local Emergency Planning Committee has not met in several years and Captain Nimmo will be working to get this group going again.
15. **EMA Truck Tires Update/Approval:** Savage stated that he signed a voucher for new tires in the amount of \$645. Gasparich stated that he remembers Holmes getting new truck tires in the past couple of year. Daniels will look in old minutes.
16. **EMA Truck Radios Update/Approval:** Committee members reviewed an invoice and an estimate form C & K Communications for radios for the EMA truck. **Motion by Joe Gasparich and second by Ron Deabenderfer to purchase a new communication radio from C & K Communications in the amount of \$2,764. All in favor, motion carried.** Chairman Hertel reported that he and Hampton+Knodle and Nimmo to a meeting in Springfield, we will be able to apply for grant money towards radios next year. Chairman Hertel stated that Nimmo did an excellent job speaking the communications language with the State Officials.
17. **MABAS 56 Dive Team Update/Approval:** Savage reported that Nimmo would like to expand and recruit members for the MABAS 56 Dive Team.
18. **MABAS 56 Southern Region Coordinator Update/Approval:** Savage reported that Nimmo met with Darin Beckman to discuss promotion of MABAS assets within the County.
19. **MABAS 56 Hazmat Trailer Update/Approval:** The trailer is currently stored at the Nokomis Fire Station.
20. **Hazmat Team Meeting Update/Approval:** Nimmo will be attending the Hazmat Team Meetings.
21. **Dakota Pipeline Meeting (DAPL) Update/Approval:** Savage reported that Nimmo attended the Dakota Pipeline meeting.
22. **Operation Cool Down 7/21-24/16 Update/Approval:** Savage reported that during the hot weather, Nimmo initiated the Operation Cool Down program according to the County Emergency Operation Plan. People just had to call 911 and they were then directed to a cooling center.
23. **Meeting Date and Time Update/Approval:** Committee members discussed moving the committee meeting to Monday at 4:00 pm. **Motion by Graden and second by Ron Deabenderfer to change the EMA committee meetings to the first Monday at 4:00 pm starting in September. All in favor, motion carried.**
24. **Other Business Update/Approval:** Chairman Hertel stated that the Highway Department reported that their radio communication is now very clear since their antenna was moved to the new communications tower.

**Ambulance Billing Update/Approval:** Sherry Greenwood stated that a few applications have been received for the part time billing position.

**Pay the Bills:** Motion by Graden and second by Bill Bergen to pay the bills. All in favor, motion carried.

**Adjourn:** Motion to adjourn by Joe Gasparich and second by Ron Deabenderfer. All in favor, motion carried.

**Time:** 9:45 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 Minutes

**Date:** Friday, August 5th, 2016

**Time:** 8:30 AM – County Board Room

**Members Present:** Chairman Megan Beeler, Mary Bathurst, Connie Beck, Jim Moore, Board Chairman Roy Hertel. Evan Young and Bob Sneed

Mary Bathurst appoints Evan Young and Bob Sneed to the Finance Committee

**Members Absent:** Heather Hampton+Knodle and Mike Plunkett

**Others Present:** Sandy Leitheiser, Ray Durston and Shannon Hall

The committee met today to discuss the following:

- 1. Radio Equipment Request Update/Approval:** Beeler reported that she talked with Undersheriff Robbins who stated the recording equipment for 911 is on its last leg and that they can't get parts for the recording system anymore. By law the calls have to be recorded and we can't wait until it breaks to get a new system. The committee reviewed a quote from Global Technical Systems Incorporated of Jacksonville. Moore stated that he would like to see another bid and ask Robbins some questions, so the committee will meet at 8:15 am on Tuesday morning before the full board meeting.
- 2. Court Security, Sheriff Department and County Clerk & Recorder Cost Study Update/Approval:** The committee reviewed the four Resolutions to change the Court Security, Sheriff Department, County Clerk and Recorder fees based on the cost study that was performed by Bellwether. Clerk Leitheiser prepared the four resolutions for the board to take action and recommends the effective date of January 1<sup>st</sup>, 2017 so that there is time to change all the forms, software and website with the fee changes. These fee increases would relieve the general fund. **Motion by Connie Beck and second by Mary Bathurst to recommend the approval of the Resolutions to increase the Court Security, Sheriff Department, County Clerk and Recorder fees. All in favor, motion carried.**
- 3. SOA Report Update/Approval:** The committee reviewed the SOA, GIS and the Beacon reports submitted by Ray Durston. The SOA office has processed 206 certificates of error and five complaints. Durston reported that the 2016 Assessor books have been returned and they will start data entry soon.
- 4. Power Plant Assessment Proposal – Forrestal Group, Gene Stuard Update/Approval:** Durston reported that he spoke with Gene Stuard and that he is available to work on the power plant assessment once the committee decides what direction they want to take.
- 5. SB 696 Property Tax Freeze Legislation Update/Approval:** Nothing to report at this time.
- 6. Early Severance Update/Approval:** Beeler stated that there is nothing new to report at this time.
- 7. Employee Health Insurance Update/Approval:** The committee participated in a conference call with Jay Jensen of Precise Benefits regarding some of the questions the committee had regarding the Precise Benefits Group employee health insurance. Bruce from Bellwether also addressed the committee with his affiliation with Precise Benefits and how his company is the county administrator for Mercer County.
- 8. Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** The committee reviewed the monthly coal revenue and expense reports that were submitted by Treasurer Jenkins.

9. **FY 2017 Budget Discussions Update/Approval:** Beeler reported that the committee continues to work on the FY 2017 budget and they reviewed the ROE budget that was just received in the mail today.
10. **708 board – FAYCO & Health Department Resolution for November Ballot Update/Approval:** Hugh Satterlee stated that this resolution will allow the voters to fund the 708 Board. This public tax will provide funds for Mental health, substance abuse and disabled citizens. Satterlee also explained the requirements for the new board that will need to be formed. Any of those organizations can apply for grant funding and it is up to the 708 board on who will receive the grant funds. The public tax will generate about \$630,000. The 708 board sets the levy and the County Board has to approve the levy.
11. **Public Safety Sales Tax Update/Approval:** The committee will discuss next month.
12. **Void Bike Trail Taxes Update/Approval:** Durston stated that he did a certificate of error for these parcels so we do not have to void the tax bills.
13. **Executive Session to discuss Personnel Update/Approval:** Motion by Bathurst and second by Beck to enter into executive session. All in favor, motion carried. Time: 12:30 pm.  
Motion by Beck and second by Moore to come out of Executive Session. All in favor, motion carried. Time: 12:55 pm. No action was taken.
14. **Other Business Update/Approval:** None at this time.

Motion by Connie Beck and second by Jim Moore to pay bills and approve payroll. All in favor, motion carried.  
Motion by Jim Moore and second by Evan Young to adjourn the meeting. All in favor, motion carried.  
Meeting adjourned at 1:10 pm. The summaries of minutes were respectfully submitted by acting secretary Chris Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

# Montgomery County Board

## HWE Committee Meeting Minutes

**Date:** Tuesday, August 2nd, 2016

**Time:** 8:30 AM – County Board Room

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

**Members Absent:** Mike Webb

**Others Present:** Sandy Leitheiser, Ben Bishop, Bill Gonet and Amanda Daniels

The committee met today to discuss the following:

- Election Update/Approval:** Clerk Leitheiser provided the committee a handout of Important Election Dates for the November 8<sup>th</sup>, 2016 election and a copy of the 2016 Candidates Guide which shows the qualifications for federal, state, and county offices.
- EPA Report Update/Approval:** Gonet stated that the grant money has been appropriated however the check has not been received yet for State Fiscal Year 2016.
- Recycling Program and Events Update/Approval:** Report given by Ben Bishop:
  - Repairs to drop shed roof – Bishop received one bid to repair some flashing at the Hillsboro drop shed to prevent the water from coming inside the building. The committee asked him to get one more bid and bring it to next month's meeting.
  - Bishop discussed material prices.
  - Bishop stated that Brian Demming wants to come to the September committee meeting to discuss the trash hauling costs for the recycling program. Chairman Hertel stated that this would be a negotiable item for the Cities to help pay for the trash hauling.
  - Meeting with Republic – Connie Beck, Ben Bishop and Mary Bathurst will have a meeting on Monday, August 8<sup>th</sup> with Republic in Edwardsville.
- Animal Control Facility Program Update/Approval:**
  - Ordinance – A few revisions have been made and were sent out to all the interested citizens and not further comments have been received. The full board will vote in September.
  - Municipal contracts – Daniels stated that she will contact the Mayors regarding an increase in after-hours fees.
  - Animal Control Officer: Beck reported that the full time animal control officer is now working at the New Courthouse and the part time employee is interested in moving up to the full time position. The committee discussed needing the full time position to help cover the afterhours and weekend calls and that the position is in this year and next year's budget.  
**Motion by Chuck Graden and second by Chuck Wendel to move Lindsay Davidson the full time animal control officer effective immediately. All in favor, motion carried.**
- Other Business Update/Approval:** Citizen Mary McKenzie was in attendance and followed up with the committee regarding her inquiry about the enforcement and documentation of US Citizenship status for Judicial candidates. County Clerk Leitheiser and State's Attorney Matoush were both in attendance and Matoush stated this issue should be brought up to the State Board of Elections since they certify Judicial candidates to the County Clerk, who must then place them on the ballot.

**Motion by Richard Wendel and second by Chuck Graden to move the meeting to 4:00 pm**

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

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

Meeting adjourned 10:00 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:** Wednesday, July 27th, 2016

**Time:** 8:30 am - County Board Room

**Members Present:** Chairman Mary Bathurst, Vice Chairman, Jay Martin, Bill Bergen, Jim Moore, Mike Plunkett, Evan Young and Megan Young via phone.

**Members Absent:** Board Chairman Roy Hertel

**Others Present:** Shannon Hall and Ray Durston.

The committee met to discuss the following:

- 1. Employee Health Insurance Update/Approval:** Shannon Hall stated that she has read over the proposal from Vault and made several comments and concerns that should be addressed. Shannon stated that this proposal from Vault is not underwritten and applications will be required from each employee. Hall stated that she is not clear on what the maximum out of pocket expense is for each employee and has questions regarding the network. Shannon also asked if the provider bills additional charges to the county or employee if Vault doesn't negotiate the amount and if there an individual contract every time an employee goes for a procedure or what happens if an employee is traveling. Committee members wondered if the \$195,000 savings also takes into consideration the third party administrator fees. Shannon recommends that the committee ask Vault if they have had any groups leave this set up and why, how often if any groups have left and are there any fees and risk or penalties if you leave the program. Committee members would also like to know how long has Vault been in business. Shannon looked at co-plans today with BCBS and you could move deductibles and you can get down to what they are offering with a little more stability. The only thing we have to decide today is to move the date with BCBS. Jay Marten stated that the county has to guard public funds and the appearance that we are treating everyone equally and that look at possible savings. **Motion by Mike Plunkett and second by Jay Marten to go with the December 1<sup>st</sup> renewal date for employee health insurance. All in favor, motion carried.** Bathurst suggested bringing in Vault one more time to ask the questions and then decide whether to go out for bids. Beeler stated that she would like to talk to Bruce with Bellwether and see if he can answer some of these questions. Bathurst stated that she will draft a memo to Vault and ask these questions today and invite them and Personnel Committee members to next week's Finance Committee meeting. Bathurst talked about the premium increase to employees for next year and discussed paying more for an individual plan so that it is an incentive and the employee will pay more towards the premium for their dependents on the insurance. Moore and Young stated that the County should keep the individual premium at \$80 and raise it for the family members.
- 2. Early Severance Update/Approval:** The committee has no update at this time.
- 3. Zobrio Human Resource Module Training Update/Approval:** Bathurst stated that Liz Holcomb is the pilot in the Treasurer's office, but it is on hold because she has been working on the severance project.
- 4. On Line Training (IPMG) Webinar and Procedural Manual for Sheriff's Department Update/Approval:** Bathurst stated that the Sheriff's Office is using the webinar training but not for the sexual harassment training. Bathurst asked Daniels to get the county board members and employee emails to ICRMT so that access can be given to get the on-line training started.
- 5. ICRMT Sample Employee Manual Policies Update/Approval:** Bathurst stated that she will review the samples provided by ICRMT and compare it to the current employee manual and report if we need any updates at the next Personnel Committee meeting.
- 6. Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** (Not needed)
- 7. Other Business Update/Approval:** None at this time.

Motion to adjourn by Jim Moore and second by Evan Young. All in favor, motion carried.

Meeting adjourned at 9:50 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, August 3<sup>rd</sup>, 2016

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

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

**Members Absent:** Mike Webb

**Other Present:** County Engineer Cody Greenwood

### The committee met today to discuss and approve the following:

1. **Surplus Equipment Update/Approval:** Engineer Greenwood stated that all the surplus equipment that was awarded last month has been paid for and picked up.
2. **Possible Damage on South Litchfield Township roads during Simpson Bridge Closing Update/Approval:** Engineer Greenwood reported that Dustin Sefton went out with South Litchfield Township Road Commissioner Raymond Akeman to access the possible damage during the Simpson Bridge Closing. The committee reviewed a report prepared by Sefton to show what materials and the cost to repair the damage. **Motion by Evan Young and second by Bob Sneed to give South Litchfield Township 32 tons of 7-mix and 200 tons of CA-6 to help build up the damaged spots. Glenn Savage abstains. All other members in favor, motion carried.** In the future, Township Road Commissioners will need to have before and after pictures of the township roads.
3. **1134-B-CA, N. 24<sup>th</sup> Avenue, Rountree Township, 50% Montgomery County – 50% Christian County Update/Approval:** Engineer Greenwood reported that Christian County sent us a copy of their signed resolution that their board approved for the 50% - 50% split for the 1134 B-CA, N. 24<sup>th</sup> Avenue in Rountree Township.
4. **Dakota Access Pipeline Project Update/Approval:** Still filling out oversize, overweight permits. They have made a lot of progress on their installation. Dirt will settle. Everything is covered up flat. They still need to pull out rock and fix some ditches. There are some township roads that need to be repaired. The Village of Panama is getting some estimates from Louis Marsch to oil and chip some of the damaged areas. Chairman Hertel reported that the Pipeline project employed 320 people from Montgomery County and some have been hired to follow them to other counties for the pipe install. Chairman Hertel stated that the townships need to quickly report any damage to their roads from this project.
5. **Additional Soil Borings for UST Removal to Comply with OSFM Update/Approval:** Doug Kurt with the State Fire Marshall – State requires soil borings within 24 hours of the tank removal. The company we hired did the soil borings before the tank removal. Engineer Smith stated that the OSFM stated that we are in violation because of the timing of the soil borings. The committee stated that we were told that everything was inspected properly and that we passed the inspection. The estimate to do another soil boring will be about \$1,000. Greenwood stated that the site assessment needs to be completed before and within 24 hours of the boring. The committee decided pay the \$1,000 to have the site assessment complete so the report can be finalized with the Office of the State Fire Marshall. Chairman Hertel stated that Engineer Greenwood should call the OSFM to question them on the procedure and timing of the soil borings and then deal with the soil boring company.
6. **Meet and Greet with all the Township Road Commissioners Update/Approval:** Engineer Greenwood reported that a meet and greet has been scheduled for all Township Road Commissioners on Friday, August, 12<sup>th</sup>, 2016 at 8:30 am in the County Board Room. Chairman Hertel stated that all County Board members will be invited to attend.
7. **Other Business Update/Approval:** Engineer Greenwood stated that he had some questions regarding the annual oversize/overweight limits Resolution 2010-02. Chairman Hertel stated that we need to check into adopting the state law as an ordinance on the overweight trucks. Chairman Hertel stated that the way the law reads, if there are any overweight trucks the tickets go to the state. Chairman Hertel asked Daniels to read the list of ten items on the original letter of intent that Bathurst typed up based on the interview meeting with the candidates. Daniels also read the two statements at the bottom of the revised IDOT resolution and Chairman Hertel stated that the sentence regarding the merit increase needs to be added to the letter of intent. **Motion by Evan Young and second by Earlene Robinson to approve the IDOT Resolution and the Letter of Intent to Hire Cody Greenwood as the County Highway Engineer.**

Motion by Earlene Robinson and second by Glenn Savage to pay the bills. All in favor, motion carried.

Motion to adjourn by Evan Young and second by Bob Sneed. All in favor, motion carried. Time: 9:35 am