

Montgomery County Board

Road & Bridge Committee Meeting Minutes

Draft

Date: Wednesday, March 2nd, 2016 **Time:** 8:30 AM – Highway Department

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

Other Present: County Engineer Kevin Smith and truck vendors.

The Committee met today to discuss the following:

1. **New Equipment Truck Letting Update/Approval:** Committee reviewed the bids that were submitted for the new truck chassis and bed liner purchase. Smith opened a bid from Rush International in the amount of \$93,702 with a trade in of \$34,000 for a net purchase price of \$59,702. Next opened bid was from Decatur Mack in the amount of \$90,975 with a trade in of \$55,000 for a net purchase price of \$35,975. Two bids were received for the dump bodies, one from Monroe Trucking in the amount of \$44,340 and one from Koenig in the amount of \$43,864. **Motion by Mike Webb and second by Glenn Savage to purchase the truck from Decatur Mack in the amount of \$35,975 and the dump body from Monroe Trucking in the amount of \$43,864 for a grand total of \$79,839. Evan Young votes No. All others vote Yes. Motion carried.**
2. **Assisting Villages Update/Approval:** Smith reported that he has been asked by a municipality to help with engineering design work for a bridge where silt builds up in the Taylor Springs Lake. Smith stated that when municipalities ask for his help to look at culverts, bridges etc. he takes a look and tells them what he thinks and he always answers a few of their questions, but this request involves design work. Smith stated that there is certain liability involved. After further discussion, the committee stated that Smith can't do the design work on this project and they will review requests by the municipalities on a case by case basis.
3. **CH-17, West of Farmersville Update/Approval:** Engineer Smith showed the committee a map of a subdivision in Farmersville where the village did some tile work between the highway and the subdivision without the approval of the highway department. They filled in a 540 foot area to make the mowing easier. The committee discussed the village altering the drainage without permission and that they should take over the jurisdiction of the road because if something breaks, the county has to fix it. **Motion by Glenn Savage and Second by Bob Sneed to send a letter to the Village of Farmersville asking them to stop the work being done and to return the area to the way it was before it was altered. All in favor, motion carried.** Mike Webb stated that he would stop by and talk with Mayor Tishkow about this issue and let him know there is a concern with the County regarding the work they are doing.
4. **P.E. Agreement with McDonough-Whitlow for Taylorville Road, CH-7 Update/Approval:** Engineer Smith stated that the committee discussed doing this project in phases and that we are now at the third and final phase. The committee reviewed the PE Agreement from McDonough-Whitlow for an amount not to exceed \$50,000. Mike Webb asked if Engineer Smith could do this work. **Motion by Bob Sneed and second by Mike Webb to recommend the P.E. Agreement with McDonough-Whitlow for the Taylorville Road, CH-7 for an amount not to exceed \$50,000. All in favor, motion carried.**

5. **Oil Letting Update/Approval:** Engineer Smith stated that he surveyed some of the Township Road Commissioners asking them about any complaints about the oil suppliers as far as deliveries, the notification process, tankers being dropped off without supervision and the ability to get partial load of oil. Smith shared a document that outlined amended verbiage that will be put in the bid specifications when preparing for the upcoming oil letting. The new guidelines will include a minimum load for 1,500 gallons of oil to be delivered.
6. **Resolution to re-hire the County Engineer Update/Approval:** The Committee discussed the procedure for renewing the County Engineer position as Engineer Smith's six year contract will expire on March 25th, 2016.

Motion by Evan Young and second by Bob Sneed to enter into executive session. All in favor, motion carried.

Motion by Evan Young and second by Mike Webb to come out of executive session. All in favor, motion carried.

Motion by Earlene Robinson and second by Bob Sneed to recommend the Resolution to Re-Appoint the County Engineer for 6 years with salary increases to coincide with union employees and paid health insurance for the single plan. All in favor, motion carried.

7. **Other Business Update/Approval:** Miles stated that he looked at some drainage issues in Rountree Township where corn stalks were wedged in between two culverts. Chairman Hertel asked Engineer Smith if we have been reimbursed by all the Townships for their portion on culverts and bridges and Smith replied that the County has received all the monies owed by the Townships.

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

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

Meeting adjourned at 10:50 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

Montgomery County Board

Buildings & Grounds Meeting Minutes

Date: Friday, March 4th, 2016

Time: 8:30 AM – County Board Room

Members Present: Chairman Bob Sneed, Chuck Graden, Gene Miles, Joe Gasparich, Richard Wendel,
Board Chairman Roy Hertel

Members Absent: Nikki Bishop

Others Present: Holly Lemons and Lloyd Meyer

The committee met today to discuss the following:

1. **Maintenance Issues and Report Update/Approval:** Meyer reported that the 50 – 60 year old pump on the boiler in the Historic Courthouse needs to be replaced. He called Dan Heise Plumbing and it will cost about \$1,200 to replace the pump and float mechanism. Meyer will check with Heise if the current motor can be re-built this summer. Meyer reported that the motor has been replaced in the air handler at the Circuit Clerk's Office and they plan to take off the snow blade on the Kabota in the next couple of weeks. Meyer reported that he has the TANF worker doing some painting work and he may get another one this summer. Circuit Clerk Holly Lemons addressed the committee with concerns of the extra cleaning at the New Courthouse. The front door and bathrooms are being cleaned and she is not sure about the stairwell. There are still bugs in the window sills and the committee will make sure the part time custodian gets a list of what needs to be done. Chairman Hertel reported that he asked the Sheriff if the custodian can clean the private office restrooms once a week and Lemons reported that they started cleaning them this week.
2. **Annex Building Project Update/Approval:** Sneed reported that the paperwork has been signed for the project to proceed on the Annex Building and the Chimney repairs on the Historic Courthouse. Work should start on March 15th, 2016 if weather permits.
3. **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 Joe Gasparich and second by Richard Wendel to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 9:20 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, February 25th, 2016

Time: 8:30 am – 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: Will Shalter

The Committee met today to discuss the following:

1. **MCEDC Update/Approval:** Will Shalter shared a document outlining the projects and programs that the MCEDC has worked on in the past 10 plus years. The handout will also be shared at the full board meeting.
2. **Incentives Update/Approval:**
 - Revolving Loan Fund: Shalter gave the committee the Revolving loan fund report for review and discussion. The committee also discussed the RLF balance of \$226,000 that he checked on with the Treasurer's Office. Hampton+Knodle stated that she has checked in the past with the Treasurer's Office and there is interest calculated in the balance. The committee discussed the beginning RLF balance and tried to balance by subtracting what was lost.
 - Enterprise Zone – The Committee discussed the amendments to the County Enterprise Zone and that there will be a Mayor's Meeting and Public Hearing regarding these changes on Wednesday, March 16th at 5:15 pm. The first document to recommend to the full board is the Resolution to Abate Real Estate Taxes in the Montgomery County Enterprise Zone. **Motion by Jay Martin and second by Tim Hopper to recommend the approval of the amendments to the Resolution to Abate Real Estate Taxes. All in favor, motion carried.**
 - Amend the Enterprise Zone Ordinance to add two units of government, (Butler & Donnellson) and to add and delete territory. **Motion by Megan Beeler and second by Tim Hopper to recommend the approval to amend the EZ Ordinance to add Butler and Donnellson as two units of government, and to add and delete territory. All in favor, motion carried.**
 - Amend the Enterprise Zone Intergovernmental Agreement to add Butler and Donnellson as two units of government and to add and delete territory. **Motion by Tim Hopper and second by Jay Martin to recommend the approval to amended the EZ Intergovernmental Agreement to add Butler and Donnellson as two units of government and to add and delete territory. All in favor, motion carried.** Shalter stated that he is working on collecting the data needed for the criteria portion of the EZ application.
3. **Planning Update/Approval:**
 - Planning Commission – The Planning commission will schedule a meeting and look at electing officers.
4. **Infrastructure Update/Approval:**
 - Incumbent Provider Updates: Hampton+Knodle stated that she does not have any new information.

- Fiber RFP – Hampton+Knodle stated that she received information on the Fiber project. Shalter reported that a sub-contractor came in and is interested in doing some of the work. Shalter does not have information for fiber in the rural areas. The deadline is March 17th for the RFP.
- Eagle Zinc – Hampton+Knodle stated that

5. **Tourism Update/Approval**

- Tourism South – Committee discussed that Chairman Hertel sent a letter to IllinoisSouth Tourism and that it is time to renew the membership. If the Hotel/Motel Tax Ordinance passes, it will pay for the membership. **Motion by Jay Martin and second by Tim Hopper to renew the membership with IllinoisSouth Tourism. Ron Deabenderfer votes No. All other members vote Yes, Motion carried.**

6. **Workforce Update/Approval:**

- West Central Development: CEDS Document – The committee had a lengthily discussion regarding the CEDS document and that it hasn't been updated with the changes that were sent to them for the past couple of years. Some of the data was about 10 years old. The committee is dissatisfied with the document and the services.
- CEO Program – Hampton+Knodle stated that the

7. **Other Business Update/Approval:** The committee discussed the invoice for MCEDC. The invoices are being processed today in the County Board Office to go down to the County Clerk's Office for the full board meeting. The committee discussed paying the \$30,000 as invoiced and that the MCEDC has been told that this level of funding will be cut in the next fiscal year due to budget cuts and the need to amend the FY 2016 budget because of the lack of coal royalty revenue with the closure of the coal mine. **Motion by Ron Deabenderfer and second by Tim Hopper to approve the MCEDC Invoice for \$30,000. All in favor, motion carried.**

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

Meeting was adjourned at 10:20 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: Feb. 29th (March) 2016

Monday 08:30 a.m. – EMA Office

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

Members Absent:

Others Present: Joletta Hill

Ambulance Call Reports:

Collections: Savage stated the collections proceed in routine fashion. \$142,155.57 new system.

AMBULANCE REPORT:

1. **Ambulance Contracts Update/Approval:** All contracts have been submitted. **Motion by Hopper and second by Gasparich to recommend the ambulance contracts be approved at the full board meeting with a separate motion on each contract. All in favor, motion carried.**
2. **Nokomis Ambulance Board Meeting Update/Approval:** Director Holmes attended the Nokomis Ambulance Board meeting and stated they discussed ambulance call distances. Joletta Hill spoke to the committee about a call to a citizen that took twenty minutes to get to when he was actually two miles from Morrisonville. Hill is concerned with patient care and thinks ambulance districts need to be realigned. One example is that Hillsboro starts at Furness Trucking and Nokomis would be closer. She stated that the Nokomis Ambulance service boundary stops before the rock pile on Nokomis/Fillmore Road, but it makes more sense at Hop road. Bergen stated that ambulance districts are lined by townships which explain the distances. Hill stated the distance from some parts of the districts should be looked at and not taxing bodies and also said that we do not parallel fire districts. Hill stated that Raymond/Harvel and Farmersville/Waggoner along with some Nokomis EMT will be updating to Intermediate service which will allow a more advanced service. Chairman Hertel stated he will ask Betsy Wilson about relinquishing the citizen from the Nokomis Ambulance District without going to court. Gasparich stated we could petition the court. Legally a citizen has the right to petition out of their boundary. Hill stated the citizen has asked about being in another district, but the liability falls back on Nokomis and Montgomery County. Savage stated we will explore the possibility of “can the county board ask the courts to redraw the ambulance boundaries in response to citizen’s needs?” Chairman Hertel will further research the issues with the state’s attorney office and report back to the committee.
3. **Hillsboro Ambulance Board Meeting Update/Approval:** Holmes stated that on July 1st, 2016 there will be a 24 hour service.

EMA:

1. **Finance Meeting Update/Approval:** Savage stated the Finance Committee asked to take the budget under consideration. Holmes has cut the Hazmat line item for \$1,000. Holmes stated if there is need for Hazmat spending, they will need to come to the EMA meeting and Finance to state their case.
2. **Weather Spotter Class March 10th Update/Approval:** A free weather spotter class taught by the National Weather Service will be held at the Hillsboro Moose Lodge from 6:00 p.m. – 9:30 p.m. on March 10th. A light meal will be served at 6:00 p.m.
3. **Statewide Tornado Exercise Update/Approval:** Savage stated the exercise is tomorrow, March 1st.
4. **Panic Alarm Testing Update/Approval:** Savage stated the panic alarm testing is complete and working.
5. **New Panic alarm panel installed Update/Approval:** Holmes stated that Tim in security asked about having a monitor at the security desk in the New Courthouse and the IT department helped set this up. Security can now hear and watch cameras in and around county buildings and parking lots. Also, if panic alarms are pulled, the security desk is notified.

6. **Mitigation Planning Johnson, Depp, & Quisenberry Update/Approval:** Savage stated that Johnson, Depp & Quisenberry was bought out by American Environmental. The new company has sent a new contract to sign for the Hazard Mitigation Plan at no added cost. **Motion by Gasparich and second by Hopper to approve signing the contract with American Environmental contingent on approval of the State's Attorney. All in favor, motion carried.**
7. **Regional Meeting March 18th Update/Approval:** Savage stated that Diana and Cathy will be attending the regional meeting in Fairview Heights. Discussion will be on flooding and possibility for severe weather for our region.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
2/1/16	46	26	9	2	9	92
2/8/16	33	22	13	5	0	73
2/15/16	25	32	15	1	0	73
2/22/16	32	0	4	3	8	47
2/29/16	32	100	12	1	0	145
	168	180	53	12	17	430

Processed Reports

Pay the Bills: Motion by Gasparich and second by Hopper to pay the bills. All in favor, motion carried.
 Adjourn: Motion by Graden and second by Hopper to adjourn at 9:15 a.m. All in favor, motion carried.
 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: Thursday, March 3rd, 2016

Time: 8:30 AM – County Board Room

Members Present: Chairman Megan Beeler, Mary Bathurst, Connie Beck, Jim Moore, Heather Hampton+Knodle, Vice Committee Chairman - Mike Plunkett and Board Chairman Roy Hertel.

Others Present: Sandy Leitheiser, Holly Lemons, Kirby Furness, Evan Young, and Ray Durston

The committee met today to discuss the following:

- 1. Open Bids for Sheriff Vehicle Update/Approval:** The committee received and opened two bids for the Sheriff Vehicles. Victory Lane submitted a bid for two 2016 Ford Police Interceptor SUV's for \$54,766 less three vehicle trade-ins for \$6,900 for a net total of \$47,866. Includes a 3 year, 36,000 mile warranty. Wright Automotive submitted a bid for a net total of \$44,500. The committee asked Sheriff Vazzi if he would use some of his other funds towards the purchase and towards the cost to change over the radio and light equipment. Sheriff Vazzi stated that he would think about it. **Motion by Mary Bathurst and second by Mike Plunkett to approve the bid from Wright Automotive for \$44,500 to purchase two 2016 Ford Police Interceptors SUV's. Jim Moore votes No, all other voted yes. Motion carried.**
- 2. Circuit Clerk Audit Report Update/Approval:** Holly Lemons shared the audit for the Circuit Clerk's Office that was prepared by Kerber, Eck and Braeckel and stated that she was asked to prepare the Schedule J. The committee reviewed the letter and exception reports. **Motion by Mary Bathurst and second by Mike Plunkett to recommend the approval of the FY 2015 Circuit Clerk's Audit Report. All in favor, motion carried.**
- 3. SOA Report Update/Approval:** Ray Durston reported that we received the tentative multiplier of 1.00 from the Illinois Department of Revenue on February 5th, 2016. Durston also reported that the Board of Review held hearings on February 25th, 2016 and will have additional hearings on March 24th, 2016. Durston stated that there are 2,580 senior citizen exemptions, 263 disabled Person exemptions and 101 Veteran exemptions. Durston also reported that he met with Chairman Hertel, David Powell, Randy O'Keefe and Bob Kipp from Dynegy on February 9th, to discuss the Coffeen Power plant assessment. Durston stated that he will call Gene Stuard of Forrestal Group to see if he can attend the April Finance Committee meeting to discuss this assessment.
- 4. Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** The committee reviewed and discussed the monthly coal revenue, expense and bank balance report that were submitted by Treasurer Jenkins.
- 5. County Hotel/Motel Tax Ordinance Update/Approval:** Beeler stated that the full board will vote on the Hotel/Motel Tax Ordinance this month after their 30 day review. Hampton+Knodle stated that she didn't have time to call the three rural county hotels regarding the hotel tax ordinance but plans to do so before the meeting.
- 6. FY 2016-2017 Budget Amendment –Update/Approval:** The committee reviewed the budget amendments that were submitted from various departments. Megan Beeler reported that she entered these budget figures and prepared a summary sheet for the committee to review. The budget decreases totaled

\$151,715. The committee had a lengthy discussion regarding all the budgets that were submitted and that the Sheriff's Budget would need to be adjusted for the vehicle purchase and janitorial supplies. Beeler also stated that the budgets for FAYCO and MCEDC would not be cut this year and that these organizations have been notified that the funding would be cut next budget year. The CEO program will be self-funded next year and they will be paying the \$5,000 this time for the bookkeeping services. Beeler stated that she would make the adjustments that were discussed and get new sheets ready for the board meeting on Tuesday.

7. **Schedule FY 2017 Budget Hearing Dates Update/Approval:** The committee decided to schedule the budget hearings for Monday, July 18th, Tuesday, July 19th and Thursday, July 21st starting at 8:30 am each day. The meetings will be held in the county board room.
8. **FKG Oil added to the Pre-Paid Vendor List Update/Approval:** The committee reviewed the revised Pre-Paid Vendor List that includes FKG Oil Invoices. These are the Moto Mart invoices for the Sheriff's Department when they get fuel. It has been cheaper to get fuel at the gas station versus the highway department so this invoice needs to be paid each month before the county board meeting. **Motion by Mike Plunkett and second by Jim Moore to approve adding FKG Oil to the Pre-Paid Vendor List. All in favor, motion carried.**
9. **Zobrio Accounting Software Implementation & Access for Supervisors Update/Approval:** Beeler reported that the supervisors have this software on their computers and training needs to take place.
10. **Zobrio-Client Care Agreement Invoice Update/Approval:** Beeler stated that there was some confusion on Zobrio's invoice and that we also received an invoice from Abila. Zobrio told us that they would be responsible to pay the Abila invoice and it included sales tax that we do not pay. The County Clerk's Office and Beeler had several phone discussions and emails back and forth before it was resolved. We had to pay Zobrio and then they were paying the Abila invoice.
11. **County Board Structure Update/Approval:** Beeler stated that there are no further updates at this time.
12. **Other Business Update/Approval:** None at this time.

Motion by Bathurst and second by Plunkett to pay bills and approve payroll. All in favor, motion carried. Motion by Beck and second by Moore to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 11:40 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, March 1st, 2016

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: Bill Gonet, Ben Bishop, Amanda Daniels and Sandy Leitheiser

The committee met today to discuss the following:

1. **Election Update/Approval:** Leitheiser reported that early voting started on February 8th, and it has been very busy, and the General Primary Election will be held on March 15th. Leitheiser also reported that our county was randomly picked by the Illinois State Board of Elections to test our ballots for this election, and their staff came on-site on February 29th and successfully tested over 4,700 ballots through the tabulators.
2. **EPA Report Update/Approval:** Gonet stated that he did receive a response from a letter he sent to Senator Manar regarding the EPA grant not being received yet due to the State Budget not being passed yet. Gonet also stated that the State has indicated that the grant money will continue for the delegation agreement to fund the expenses for him to inspect the landfill and perform open dump inspections in the county.
3. **Recycling Program and Events Update/Approval:** Ben Bishop stated that he has scheduled an Electronics Recycling Drive for Saturday April 9th, 2016 at the Hillsboro Facility from 9:00 a.m. until 2:00 p.m. The committee also discussed the dumpsters that were taken away by DC Waste but were then brought back and they will be added to our invoice from DC Waste. Connie Beck, Ben Bishop and Roy Hertel with Brian Demming of DC Waste after the last HWE meeting to discuss the concerns with trash pickup and cardboard collection. Assistant States Attorney Betsy Wilson is reviewing a proposal that Brian Demming sent to Chairman Hertel regarding the recycling program. .
4. **Animal Control Facility Program Update/Approval:** The committee discussed the animal control ordinance that is being review by Assistant States Attorney Betsy Wilson. Daniels reported that he and Chairman Hertel have an appointment with Sara Tomac of WSMI to do a radio interview regarding pet owners getting their pets rabies vaccinated and registered with the county tag. Daniels also reported that animal control services will be discussed with the municipalities at the next mayor's meeting on Wednesday, March 16th, 2016. The committee discussed the \$3,150 donations received towards the concrete block kennels walls for the inside kennels. The concrete walls will help with disease and noise control. Daniels reported that the inventory is low at this time so it might be a good time to do one half of the inside kennels before it gets busy in the spring. **Motion by Earlene Robinson and second by Chuck Graden to do one half of the concrete block for the kennel updates with the money that was donated. All in favor, motion carried.**
5. **Other Business Update/Approval:** None at this time.

Motion by Earlene Robinson and second by Joe Gasparich 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 9:35 a.m.

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

Montgomery County Board

Personnel Committee Meeting Minutes

Date: Monday, March 7th, 2016

Time: 8:30 am - County Board Room

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

Members Absent: Jim Moore and Board Chairman Roy HERTel

Others Present: Ray Durston, Bill Purcell, Kevin Kern and Jason Boothe from Snedeker Risk Management

The committee met to discuss the following:

1. **Employee Health Insurance:** Three representatives from Snedeker Risk Management gave a presentation for Employee Health Insurance Presentation from The Health Options for Public Entities or HOPE Trust. Kevin Kern, Ray Diel and Jason Boothe who is the resident legal council member gave an update on their insurance program. Kevin Kern stated that they represent Bond and Christian Counties for Liability and Workers Compensation Insurance and that Bond County is also their client in the HOPE Trust Insurance program for their Employee Health Insurance. HOPE Trust is a partially self-insurance program and are entering their fifth year in offering this employee insurance. They work with small to medium counties to partner together for the purpose of creating a larger pool of insured individuals; the Trust is able to negotiate better insurance rates for the group participants in the Trust while still maintaining benefit plan options. The HOPE Trust Healthcare Plan is sponsored by employers participating in the Health Option for Public Entities Joint Self-insurance Risk Pool Association with Snedeker Risk Management as the designated Plan Administrator. The committee members reviewed a handout with additional information regarding the different employee health insurance plans. They have an executive board with representatives from each participating group. Plunkett asked about Dental and Vision coverage and Jason Boothe replied that the HOPE Trust has separate Dental and Vision package plans. The claims administration is handled by a TPA, Core Source whose approach has created some employee dissatisfaction as they monitor claims very carefully. Plunkett stated that he thinks that we should look at what numbers HOPE Trust can provide before we decide to look for other insurance plans.
2. **Zobrio Human Resource Module Update/Approval:** Bathurst reported that she asked Liz Holcomb to schedule Human Resource Module Training with Zobrio so that she can sit in on the training in order to help other departments get trained.
3. **Personnel Manual Update/Approval:** Bill Purcell stated that Curt Watkins has set up the ability for employees to access the IPMG On-line training courses. The Sheriff's Department has accessed this on-line training and the department currently became certified in the IPRF Firearms Training Simulator (FATS) Program. Bill Purcell took around a memo to each employee to discuss the problems with files that are not to be opened. The committee discussed the problems with corrupt files being sent with viruses that recently infected some county software. Purcell reported that his office has tightened down our computer firewalls against these viruses that wipe out county files and the originators asking for ransom to get the files back. Bathurst stated that an email will be sent to all employees to take the on-line sexual on-line training course each year.
4. **Wellness Committee Update/Approval:** Bathurst explained that the renewal is April 1st for employees to continue their memberships with either Fusion or SNAP Fitness centers. The county subsidy has been about \$12,000 per year for employees' membership. Committee discussed giving the employees notice that the county subsidy would end at the end of this Fiscal Year due to the budget issues. **Motion by Jay Martin and second by Bill Bergen to continue the subsidy for fitness memberships until the end of this fiscal year ending November 30th, 2016 and the county will negotiate the group lower rate. All in favor, motion carried.**
5. **Local 773 Pension Update/Approval:** Bathurst explained that the letter was signed and sent to the Pension Fund for the reimbursement money.
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 Evan Young and second by Mike Plunkett. All in favor, motion carried. Meeting adjourned at 10:53 am The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.