

Montgomery County Board Buildings & Grounds Meeting Minutes

Date: Friday, July 8th, 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: Sheriff Vazzi

The committee met today to discuss the following:

- 1. Maintenance Issues and Report Update/Approval:** The six coils have all been replaced in the HVAC system at the New Courthouse. They were under warranty and were placed at no charge to the County. There are no other major maintenance issues at this time.
- 2. Chimney Project on Historic Courthouse Update/Approval:** Sneed reported that he had a meeting on Wednesday with Mason Evans and McDonough Whitlow to review the completed Chimney and Annex Building. The final bill for the chimney repairs came in at \$49,339.44. The project came in under the estimated \$64,000.
- 3. Maintenance Technician – Custodian Update/Approval:** Sneed reported that he and the Sheriff met yesterday regarding the replacement of the Maintenance Technician and Custodian positions that will be vacant at the end of August due to the early severance package. Sneed stated that he they discussed replacing the Maintenance Technician position and will not hire a Custodian at this time. The Sheriff decided to wait awhile to see what how the work load goes. Sneed reported that 33 applications were received and that he and the Sheriff went through and picked out 6 people to interview. The committee wants to have a special meeting the last week of July so someone can be hired to start on August 15th, 2016.
- 4. Other Business Update/Approval:** Chairman Hertel shared a concern with Sheriff Vazzi regarding a constituent who is calling board members with some issues and threats. Sheriff Vazzi stated that will make a note of the issue. Chairman Hertel also updated the committee regarding the meeting with the ambulance districts regarding the billing office once the EMA Director retires this month.

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 9:45 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 Agenda

Date: Tuesday, June 28th, 2016

Time: 8:30 am – County Board Room

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

Others Present: Sandy Leitheiser and Bill Schroeder

The committee met today to discuss the following:

Coordinating Committee: Roy Hertel, Board Chairman

1. **Public Hearing before the July Board Meeting:** Approving the Consolidation of Fillmore Township and South Fillmore Township. Chairman Hertel stated that there will be a public hearing on this issue before the board meeting.
2. 911 Payments Update/Approval: Chairman Hertel reported that they will have a meeting on this issue this morning.
3. Public Safety Sales Tax Update/Approval: Chairman Hertel stated that Joe Gasparich is gathering information to put this on the ballot.
4. Coal Mine Update/Approval: Nothing new at this time.
5. Mineral/Coal, Oil and Natural Gas Severance Resolution Update/Approval: A draft of the resolution was sent out for review.
6. Juror Fees Update/Approval: Nothing new to report at this time.
7. SB 2503 Update/Approval: Assigned to Judicial Sub-Committee or Fees Committee
8. Possible Recycling Funding Update/Approval: Chairman Hertel stated that he is still working on possible funding for recycling.
9. Other Business Update/Approval:

Building & Grounds Committee: Bob Sneed, Chairman

1. Maintenance Issues and Report Update/Approval: Lloyd Meyer will report.
2. Applications for Maintenance Technician Update/Approval: Sneed reported that we have about 30 applications and he will review them by the committee meeting.
3. Chimney on Historic Courthouse Project Update/Approval: Project was just completed this week and Sneed stated that he is happy with the work.
4. Other Business Update/Approval: None at this time.

Economic Development Committee: Heather Hampton+Knodle, Chairman

1. MCEDC Update/Approval:
2. Incentives Update/Approval:
 - Revolving Loan Fund: Shalter will submit a report.
 - Enterprise Zone – Application will be submitted to the DCEO.
3. Planning Update/Approval:
 - Planning Commission – The committee will discuss.
4. Infrastructure Update/Approval:
 - Incumbent Provider Updates The committee will discuss.
 - Fiber RFP – MCEDC will report.
 - Eagle Zinc – second cleanup project will begin in August. No rush to place a lien on the property. Mayor Sullivan has had many conversations with EPA and the owners of the company.
5. Tourism Update/Approval
 - Tourism South – Received about \$1,800 for the month of May. Left a message with Magneson owners about the conversation for them to meet with us.
6. Workforce Update/Approval:
 - West Central Development – Invoice for \$5,969.60 – HHK sent an response to with questions. Roy received a letter from west central wanting to give a raise to their employees and gave them a 3.2% salary increase.
 - CEO Program – The committee will discuss.
7. Other Business Update/Approval:

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

1. Ambulance Calls Update/Approval: The committee will review the report.
2. 911 Legislation Update/Approval: The committee will discuss.
3. Ambulance Billing Office Update/Approval: Savage reported that several visitors came to the EMA meeting yesterday and a lengthy discussion took place regarding the location of the ambulance billing office.
4. Panic Alarm Testing Update/Approval: Have been tested and are working OK.
5. Other Business Update/Approval:

Finance Committee: Megan Beeler, Chairman

1. Flyover Update/Approval: Pictometry will give a report at the July Meeting.
2. Forrestal Group – Gene Stuard, Power Plant Assessment Proposal Update/Approval: The committee will discuss the proposal from the Forrestal Group.
3. SB 696 Property Tax Freeze Legislation Update/Approval:
4. Early Severance Update/Approval: Beeler stated that she will work on a report for the positions and savings.
5. Employee Health Insurance Update/Approval:
6. SOA Report Update/Approval:
7. Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:
8. FY 2017 Budget Hearings: July 18th, 19th, and 21st from 8:00 to Noon Update/Approval:
9. FY 2017 Budget Discussions Update/Approval:
10. Court Security, Sheriff Department and County Clerk & Recorder Cost Study Update/Approval:
11. Resolution to Transfer four Sheriff Funds to the Treasurer Update/Approval: Chairman Hertel shared a draft of the resolution for the committee to review and comment. Chairman Hertel explained that this transfer of funds is a result of the recommendation from the auditor that these accounts go to the Treasurer's Office. These invoices would need to be paid that day and then copies sent for the B & G committee to review at their meeting each month.
12. Executive Session Discuss Personnel Update/Approval: The committee will have an executive session.
13. Other Business Update/Approval: None at this time.

HWE Committee: Connie Beck, Chairman

1. Elections Update/Approval: Clerk Leitheiser will give an update.
2. Election Judge Commission Update/Approval: The committee will review and discuss.
3. EPA Report Update/Approval: Gonet will report.
4. Recycling Program and Events Update/Approval: Bishop will report.
5. Animal Control Facility Program Update/Approval: Daniels will report. A draft of the ordinance is ready and concerned citizens have been invited to attend the committee meeting.
6. Other Business Update/Approval:

Personnel Committee: Mary Bathurst, Chairman

1. Employee Health Insurance Update/Approval: Bathurst stated that an employee can get dental and vision insurance without taking the Health Insurance.
2. Zobrio Human Resource Module Training & Implementation Update/Approval: Bathurst stated that Liz Holcomb will be taking the training when she is done working with the severance packages.
3. Customer Service Training with U of I Extension: Wed. and Thurs. 6/22 and 6/23 about 10 new employees participated.
4. On Line Training (IPMG) Webinar and Procedural Manual for Sheriff's Department Update/Approval: Bathurst will give the committee an update.
5. Executive Session to Discuss Personnel and Litigation Issues Update/Approval:
Motion to enter into executive session by Mary Bathurst and second by Glenn Savage. Time 9:45 am
Motion to come out of executive session by Megan Beeler and second by Bob Sneed. Time 10:30 am
No action was taken.
6. Other Business Update/Approval:

Road & Bridge Committee: Gene Miles, Chairman

1. Village of Farmersville Ditch Update/Approval: The committee will discuss.
2. Highway Engineer Hire and Testing Update/Approval: Cody Greenwood have been selected and offered the position and will take a test at IDOT the first week of July.
3. Other Business Update/Approval: None at this time.

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

Meeting adjourned at 10:40 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 7th, 2016

Time: 10:30 am – County Board Room

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

Members Absent: Roy Hertel

Others Present:

The Committee met today to discuss the following:

Economic Development Committee: Heather Hampton+Knodle, Chairman

1. **MCEDC Update/Approval:** Will Shalter reported MCEDC was successful in securing a \$10,000 grant for Panama for a generator but Panama may not be able to match the funds due to repairs they need to fund on the community center. MCEDC is wrapping up the community planning process with Nokomis that has resulted in committees planning upcoming events and initiatives: German Festival, Art Community, Streetscapes. The MCEDC in partnership with Extension is seeking interested communities for the next community planning process. At 4:30 p.m. on July 27th, the MCEDC is hosting a presentation to the MCEDC board, representatives from local foundations and interested members of the public to learn about the advantages of affiliating with the Southeastern Illinois Community Foundation. The county Extension office will be the location for the presentation. MCEDC and Extension are estimating September as the month to make a FabLab presentation to the county board. Will shared information the Hillsboro Revolving Loan Fund with the committee. MCEDC has revised the Fiber RFP and is in conversations with potential providers. Will presented an infographic comparing Montgomery County and regional employment and other statistics from 2004 to 2015. It shows resilience in the county given the macro economic conditions that have led to more job losses in most of Illinois.
2. **Incentives Update/Approval:**
 - Revolving Loan Fund: the monthly report showed payments being made on time and decreasing the outstanding balance at a more rapid rate because more is being applied toward principal. Shalter will obtain the fund balance from the Treasurer's office prior to the next Economic Development Committee meeting. **Motion by Ron Deabenderfer and second by Tim Hopper to convert the Revolving Loan Fund Board to review and revise the policy and procedure manual to allow community eligibility. Motion carried.**
 - Enterprise Zone – Chris Daniels joined the committee to present an update on the Enterprise Zone. She reported that 54 taxing bodies had resolutions to abate taxes filed in the application. During review of the application packet, the committee found a few typographical items to fix in the final application that will be submitted on July 8, 2016 to the Illinois Department of Commerce. Committee members commended her for a thorough job adding to the criteria and securing the necessary information for the application.
3. **Planning Update/Approval:** Planning Commission – Scheduled to meet at 5 p.m. on July 20th at the Courthouse Annex. Hampton+Knodle reported on an economic development meeting she had in Springfield on July 6th that re-emphasized the need to have a working Comprehensive Plan. She plans to attend the July 20th meeting to remind the current members how important their work is to be continually reviewing and recommending updates on the Comprehensive Plan to the county board through the Economic Development Committee.
4. **Infrastructure Update/Approval:**
 - Incumbent Provider Updates -
 - Fiber RFP –

- Eagle Zinc –

Deabenderfer reported the Clean Line Grain Belt transmission project was reapplying to the State of Missouri. Shalter said the Missouri Cooperatives were going to be able to benefit from the project. Beeler reported on a lawsuit filed against Clean Line in Illinois claiming they did not follow the appropriate process for filing. The committee also discussed concerns about competitiveness of the Coffeen Dynegey power plant in MISO in contrast to PJM. **Motion by Hopper and second by Ron Deabenderfer that the County of Montgomery support the Illinois Generation Reliability Act. All in favor, motion carried.**

5. Tourism Update/Approval

Tourism – **Motion by Tim Hopper and second by Jay Martin to appoint Sarah Waggoner, who is the Tourism Coordinator for the City of Litchfield, to the Illinois South Tourism Board. All in favor, motion carried.** Hampton+Knodle had invited both the Magnuson Grand and Countryside Inn to discuss the application of tourism tax dollars to promoting tourism at the July meeting. They did not attend. Beeler stated that \$1800 in tourism tax was collected for the month of May. Camp Soar is another entity that will be submitting tourism tax on a quarterly basis to the county. Committee members inquired whether campgrounds would also be subject to the tourism tax.

6. Workforce Update/Approval:

- West Central Development – Invoice for \$5,969.60 will be held for payment until they call us with an update.
- CEO Program – Hampton+Knodle stated that the new class of the CEO program new student orientation will take place and classes will start in August. There are some new investors. The CEO program is also going to be picking up the cost for the Bookkeeping duties and the membership fee.

7. Witt Downtown Buildings Update/Approval:

Witt resident Shawn Cady attended the Finance Committee meeting to share photos of buildings that have recently fallen down or are caving in. Finance Committee directed the Economic Development Committee to explore means of demolition and debris removal. The photos were circulated and committee members discussed the possibility of the city applying for RLF funds and repaying the funds through their tax collections over time.

8. Other Business Update/Approval:

Other Business – Sandy Leitheiser entered the meeting to present a bill for property taxes on the undeveloped bike trail land the county owns. Daniels stated the county pays taxes on the farmland it owns because the farmland generates income. She was not sure if Supervisor of Assessments Ray Durston had been able to get the PTEL tax exemption on these parcels or not. The undeveloped bike trail parcels located south of Waggoner do not generate revenue. Hampton+Knodle suggested selling the property. Deabenderfer said there might be an issue with the State of Illinois if we were to sell it. **Motion by Ron Deabenderfer and second by Tim Hopper to table until we find out more about the chain of ownership. All in favor, motion carried.**

- Hampton+Knodle also reported that a Night of Networking has been scheduled for Monday November 7th, 2016 at the Litchfield Holiday Inn.

(Chris Daniels was there to take notes on West Central, CEO, any other business discussion).

No Bills

Motion by Jay Martin and second by Tim Hopper to adjourn the meeting. All in favor, motion carried. Meeting was adjourned at 12:25 pm. Minutes respectfully submitted by Committee Chairman Heather Hampton+Knodle and acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

Montgomery County Board

EMA/Ambulance Committee Meeting Minutes

Date: June 27th 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: Director Diana Holmes, Greg Nimmo, Joletta Hill, Barb Schmedeke, Chief Dave Sumpter, Bill Purcell, and Curt Watkins.

Ambulance Call Reports:

Collections: Holmes reported that totals will be available after the end of the month.

AMBULANCE REPORT:

- Moving Ambulance Billing Office Update/Approval:** Director Holmes asked IT Manager Bill Purcell and IT staff person Curt Watkins to give an update on what it would cost to move the ambulance billing server for the old and new programs. Holmes stated that they will also need to check HIPPA laws on how to physically move paper files and that if the office is moved, Medicare and public aid contracts will need to all be redone with the new office address. Holmes asked if the bank account remain the same and if it is not, the bank info will also need to be redone with Medicare & public aid for all direct deposits. This does not include all insurance companies which are numerous for change of address and direct deposits. Bill Purcell stated that their computer software needs virtualization and sequel servers which is about 1 gig and the backup is 1 gig. The data will have to move somewhere. The shared drive is about 1 gig and it is unknown if the Health Department can support the data and files. The move of the department will take careful consideration of what would need to happen to get everything moved. Purcell stated that this move will take about one week of man hours to get computers and data moved. Joletta Hill stated that she would like for the billing office here. Schmedeke stated that they have a program that they could do their own billing. Hill stated that she has talked to their ambulance board and they will pull out of the billing if the office is moved. Sumpter wants to know what is broke and what needs to be changed. Another cost of moving the office is moving the office equipment. Holmes reported that Ulrici has concerns of moving the office due to Medicare and Medicaid. Payments due to the address change. Schmedeke stated that the ambulance office has purchased the program and the health department may not have enough gigs and these girls have been doing a spectacular job and don't need supervision. The committee discussed the need to have supervision for the office if it stays with the County. Holmes stated that the girls need a way to turn in their sick time and they can take care of themselves. Holmes takes care of their time off and sends it to the Coordinated Services Department. Holmes stated that the ambulance billing is a concern to the ambulance districts because of what happened a few years ago when Litchfield was unhappy about the billing and they were going through software changes and going to send the billing office to the Health Department. Hopper thinks this will be a headache to move the office just for supervision issues. Bergen wants to get the job posted in the newspaper as soon as possible.
- Who will pay for the moving of the billing office Update/Approval:** Director Holmes stated that the five ambulance areas may not want to pay for the move. Schmedeke stated it is so much easier to deal with things here. Holmes stated it will take two people to do these jobs and they are cross trained. Medicare does a direct deposit and sends a report to the ambulance. Chief Sumpter stated that he sends over about 15 medical records a day.
- Job Posting Update/Approval:** Director Holmes stated that we need to hire someone for the billing office so they can be trained before Cathy Ulrici leaves. Holmes thinks that the two billing employees should be involved in the interviews.

4. **Ambulance Budgets Update/Approval:** Holmes reported that the five Area Ambulance budget/Levies have been submitted for approval. **Motion by Graden and second by Deabenderfer to recommend the five area ambulance budgets and levies to the full board. All in favor, motion carried.**

EMA:

1. **EMNet Update/Approval:** Holmes and Nimmo reported that the EMNet communication system has been moved to the Sheriff's Office and that it is working. Emergency Management Network, Communications system is for weather, amber alerts and is also used for MABAS and is a 24 x 7 day system.
2. **Update/Approval Panic Alarm Testing:** Holmes reported that the panic alarm testing is complete.
3. **Vouchers Update/Approval:** Director Holmes asked the committee who will do the vouchers for EMA and where will they go, to the Sheriff's office or 911? Savage stated that this will be determined. Nimmo stated that expenses for EMA will move over like salaries and fuels and will be absorbed into the Sheriff's Department. Nimmo stated that he will start attending the MASBAS and ILEAS meetings and that he has to prove on paper that he is working on EMA 51% of his time so that we qualify for the state grant. Nimmo will have the red truck. Nimmo stated that his goal is to get an Illinois Emergency Management Agency Certificate from IEMA. Chief Sumpter voiced his concern on how Greg Nimmo will be able to do the EMA director functions and his present duties at the Sheriff's Department. Nimmo stated that he will do some more transitioning with Holmes before July 15th, 2016. Nimmo has also signed up for a few trainings in the next couple of months. Nimmo stated that he will get with Stan Krushas to find out exactly what will be expected in order for us to get our grant reimbursement for the EMA Director. Holmes suggests inviting Krushas to a meeting in August and invite the Sheriff so they can let him know what needs to be done in order to keep the grant funding. Nimmo will be making out the EMA agenda in the future.
4. **Training update/Approval:** Greg Nimmo stated that he has been spending time here at EMA Office and going through files and books to familiarize him and cleaning out stuff.
5. **Radios in Truck Update/Approval:** Director Holmes reported that the radios in the truck have been repaired and are working.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
6/6/16	0	5	0	1	10	16
6/13/16	70	28	14	0	0	112
6/20/16	55	20	8	3	0	86
6/27/16	62	49	22	8	11	152
	187	102	44	12	21	366

Processed Reports

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

Adjourn: Motion by Graden and Second by Hopper. 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, July 7th, 2016

Time: 8:30 AM – County Board Room

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

Members Absent:

Others Present: Ron Jenkins, Evan Young, Shawn Cady from Witt, Sandy Leitheiser,
The committee met today to discuss the following:

1. **Flyover Update/Approval: Pictometry Presentation:** Ray Durston stated that he asked representatives from Pictometry to explain the second flyover according to our contract from a couple of years ago. Rick stated that according to our contract we are scheduled to do another flyover in Spring of 2017. There is an option to postpone the next flyover to 2018 or 2019. Rick explained that there is a new product out called “change finder” since the last time we had the flyover which is a good tool to use to compare structures to the flyover from a couple of years ago. This newer software will help find new assessed valuation. Beeler reported that the cost for the new flyover will be \$112,685 to be paid over a three year period and that the price will go up if we don’t go along with the current contract. If we can’t afford the new flyover in 2017, the County would notify Pictometry to see if we can do it in 2018 and they will see if they can work with us.
2. **Forrestal Group – Gene Stuard, Power Plant Assessment Proposal Update/Approval:** Megan Beeler reported shared a report showing the breakdown for the taxing authorities for the Dynegy Power Plant. Megan Beeler stated that she will send a letter to all these taxing authorities to ask them to share in the cost for the consulting fees that were proposed from Gene Stuard and the Forrestal Group. Beeler stated that we will need to meet with these taxing authorities to see if they are willing to help with the \$83,700 cost to re-assess the Dynegy Power Plant. Beeler stated that if some of the taxing authorities don’t want to help with costs, then the County will have to decide how to proceed. Jim Moore stated that he has talked to a couple of the taxing authorities and they believe that according to State Statute it is the County’s responsibility to assess property. Plunkett stated that each taxing body has the right to object/appeal what each tax payer pays so they have an investment to participate in helping with the costs for the re-assessment. Beeler asked Durston to check to see how this could be worked out for the taxing authorities to pay their share. Beeler stated that they will also meet with Gene Stuard to see what services can be done and depending on how much information Dynegy provided him, the consulting fee could be less.
3. **SOA Report Update/Approval:** The committee reviewed the SOA report.
4. **SB 696 Property Tax Freeze Legislation Update/Approval:** No new updates at this time.
5. **Early Severance Update/Approval:** Megan Beeler gave the committee an update on which employees have decided to participate in the early severance offer based on a report she received from Treasurer Jenkins. There are a few people that are still pending. Treasurer Jenkins stated that there is an estimated eleven general fund employees that have completed the severance paperwork.
6. **Employee Health Insurance Update/Approval:** Beeler reported that she sat in with the Personnel Committee meeting to hear a presentation from Vault regarding employee health insurance. This company negotiates directly with the health providers to get cost savings. They also charge a fee per insured employee like the Hines Group. This company reported that they saved Mercer County hundreds of thousands of dollars. Beeler also reported that the Personnel Committee asked for examples of the cost savings for Mercer County and to show some numbers for our county. This company also saves money on prescription drugs by letting employees order them through the mail.

7. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:**
The committee reviewed the monthly coal reports that was submitted Treasurer Jenkins.
8. **FY 2017 Budget Hearings: July 18th, 19th, and 21st from 8:00 to Noon Update/Approval:**
Budget hearings will take place on the above dates. FY 2017 budget reports submitted by each office.
9. **Court Security, Sheriff Department and County Clerk & Recorder Cost Study Update/Approval:**
Beeler reported that we are in the contract phase with Bellwether for them to prepare a cost study for the court security fees, Sheriff Department and County Clerk & Recorder fees. Leitheiser has signed the contract and the cost study should be done by August 1st. Beeler reported that Bellwether submitted a list to the Sheriff's Department to compile the data/reports that are needed to complete their part of the cost study.
10. **Resolution to Transfer four Sheriff Funds to the Treasurer Update/Approval:** Beeler reported that the Auditors recommended that the four Sheriff Accounts be transferred to the Treasurer's Office however they need these checks cut right away. These vouchers will still be reviewed by the Building and Grounds committee each month. **Motion by Mike Plunkett and second by Hampton+Knodle to recommend the approval of the resolution to transfer four Sheriff Funds to the Treasurer's Office. All in favor, motion carried.**
11. **Executive Session to Discuss Personnel Update/Approval:**
Motion by Bathurst and second by Moore to enter into executive session. Time 10:45 am
Motion by Beck and second by Plunkett to come out of executive session. Time 11:08 am
Motion by Mary Bathurst and second by Connie Beck to pay Mary Purcell for the vacation time. All in favor, motion carried.
12. **Coal Severance Tax Resolution Update/Approval:** The committee reviewed the resolution to implement a coal severance tax. **Motion by Mary Bathurst and second by Hampton+Knodle to recommend the approval of the coal severance tax resolution. All in favor, motion carried.**
13. **Witt Buildings Update/Approval:** Shawn Cady from Witt addressed the committee regarding four buildings that are in very poor condition and need to be torn down. One building by the museum is falling down and the City of Witt doesn't have the money to tear them down. Chairman Hertel stated that the taxes have not been paid on these four buildings; however we have not gone to deed with the Trustee. Mr. Cady reported that recently the Hadley Building did fall down and the City of Witt paid a contractor to push everything in a pile and added that none of these building have basements. The County Trustee has control over three of the parcels, but not the Café. Chairman Hertel stated that Treasurer Jenkins has checked with States Attorney Chris Matoush to see if we could enter into an intergovernmental agreement with the City of Witt by loaning them money for the cleanup from the revolving loan fund. A no interest loan could be made and an annual payment would come out of their real estate taxes that are collected by the Treasurer for a reasonable payback time frame. The City of Witt could purchase these parcels for the minimum of \$810 per parcel and then proceed with the loan for the cleanup. Chairman Hertel stated that the City of Witt needs to advertise for bids for the cleanup work so that we can see how much this project will cost. Once the City of Witt cleans up the old buildings, they can sell the empty parcels and get them back on the tax rolls. Mr. Cady stated that they would like to see a couple of businesses build on these parcels. Chairman Hertel stated that Treasurer Jenkins can meet with the RLF Board to discuss this issue. Plunkett stated that he thinks this is a good project to pursue. Leitheiser thanks Shawn Cady for setting up all the election equipment at the Witt Lions Club.
14. **Other Business Update/Approval:** None at this time.

Motion by Bathurst and second by Beck to pay bills and approve payroll. All in favor, motion carried. Motion by Plunkett and second by Moore to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 11:45 am 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, July 7th, 2016

Time: 8:30 AM – County Board Room

Members Present: Chairman Connie Beck, Chuck Graden, Joe Gasparich, Mike Webb, Richard Wendel and Board Chairman Roy Hertel

Members Absent: Earlene Robinson

Others Present: Sandy Leitheiser, Ben Bishop, Amanda Daniels, Bill Gonet, Bill Schroeder, Kelly & Laura Neisler, Tina Hill, Michele Kasten and several others.

The committee met today to discuss the following:

1. **Election Update/Approval:** Leitheiser informed members that the Illinois State Board of Elections has informed her that due to the recent stop-gap budget passage, the county will receive state reimbursement for Election Judges pay for the March and November 2016 Elections and also the grant funds due for the ADA upgrades to the Historic Courthouse basement Election Early Voting Center.
2. **Election Judge Commission Update/Approval:** County Clerk/Leitheiser shared the Election Judge Commission report for approval at the July board meeting and said that this list is for the November 2016, April 2017 and March 2018 elections. **Motion by Mike Webb and second by Joe Gasparich to accept and recommend the approval of the Election Judge Commission List. All in favor, motion carried.**
3. **EPA Report Update/Approval:** Bill Gonet reported that he does not have any new information regarding the FY 2016 funding yet, however the State Fiscal Year 2017 grant paperwork has been processed at ILEPA. Gonet reported that he will be off a day and a half starting July 18th.
4. **Recycling Program and Events Update/Approval:** Ben Bishop gave the committee a report on the number of bales produced for the month of June and gave an update on the cardboard situation and reported that the prices of material are going up slightly.
 - FY 2017 budget – The committee discussed the budget and cuts that need to be made.
5. **Animal Control Facility Program Update/Approval:** Amanda Daniels reported.
 - Ordinance-Committee members and several interested citizens reviewed the proposed changes to the animal control ordinance. These changes were reviewed by the States Attorney's Office. The committee listened to comments and some amended changes were made. Daniels will make the few changes and have the ordinance ready for distribution to the full board to review for one month.
 - Municipal contracts – The committee will discuss next month.
 - FY 2017 budget – the committee will discuss next month
6. **Other Business Update/Approval:** None at this time.

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

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

Meeting adjourned 10:50 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, June 29th, 2016

Time: 8:30 am - County Board Room

Members Present: Chairman Mary Bathurst, Vice Chairman, Jay Martin, Bill Bergen, Jim Moore, and Evan Young – Megan Beeler

Members Absent: Mike Plunkett and Roy Hertel

Others Present: Shannon Hall, Sandy Leitheiser, Nichole Watson and Lisa Sorensen with Precise Benefits (Vault)

The committee met to discuss the following:

- Employee Health Insurance Update/Approval:** Lisa Sorensen and Nichole Watson with Precise Benefits addressed the committee with some information on an employee health insurance program with Vault. Lisa Sorensen stated that they negotiate with insurance providers and drug companies to keep costs lower and she also stated that the four main items they focus on are as follows: Facility (hospital) costs, prescription drug costs, carriers/reinsurance costs and managing chronic conditions. The committee asked Lisa to prepare and submit a couple of examples of costs for employees groups of our size and to send us information for the insurance savings they obtained for Mercer County.
- Early Severance Update/Approval:** Megan Beeler reported that she will present some figures regarding the employees that have signed up to take the early severance package at the next Finance Committee meeting.
- Zobrio Human Resource Module Training Update/Approval:** Mary Bathurst stated that she sat in on the training with Liz Holcomb who agreed to be the pilot office for this module, however she has not had time to work with the module due to working on the severance packages for employees.
- On Line Training (IPMG) Webinar and Procedural Manual for Sheriff's Department Update/Approval:** Bathurst reported that she and Chairman Hertel met with Sheriff Vazzi regarding their work on the Procedural Manual. The manual is not complete at this time.
- Customer Service Training Update/Approval:** The U of I Extension Office conducted two customer service trainings in June for new employees.
- Training – Credit Hours for Highway Engineer License Update/Approval:** County will pay for training courses so the Engineer can keep his professional license.
- Executive Session to Discuss Personnel and Litigation Issues Update/Approval:**
Motion by Jay Martin and second by Evan Young to enter into Executive Session to discuss Personnel. All in favor, motion carried. Time 10:15 am
Motion by Jay Martin and second by Evan Young to enter into executive session. All in favor, motion carried. Time 10:15 am
Motion by Evan Young and second by Bill Bergen to come out of executive session. All in favor, motion carried. Time 11:15 am
Motion by Jay Martin and second by Bill Bergen to recommend that upon the vacancy of the IS Manager Position to promote Curt Watkins at a starting salary of \$55,000. All in favor, motion carried.
- Other Business Update/Approval:** None at this time.

Motion to adjourn by Bill Bergen and second by Jim Moore. All in favor, motion carried.

Meeting adjourned at 11:25 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
Road & Bridge Committee Meeting Minutes**

Date: Wednesday, July 6th, 2016

Time: 8:30 AM – Highway Department

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

Other Present: Acting County Engineer Dustin Sefton

The committee met today to discuss and approve the following:

1. Opening of Surplus Equipment Bids Update/Approval:

Bids were opened and read as follows:

1965 CATERPILLAR 955 TRAXCAVATOR:

Phil Sefton	\$9,121.00 (High Bidder)
Jeffrey D. Bergman	\$7,260.00
William Miller	\$7,100.00
James E. Herman	\$6,588.00
Randolph L. Schneider	\$5,500.00
Michael E. Stratmeyer	\$5,150.00
Raymond Akeman	\$4,451.00

11-FOOT FLINK SNOW PLOW:

South Litchfield Township	\$1,351.00 (High Bidder)
Walshville Township	\$1,200.00

12-FOOT FLINK SNOW PLOW:

South Litchfield Township	\$1,351.00 (High Bidder)
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15-FOOT HYDRAULIC TRUCK HOIST:

Kenny Pezold	\$ 100.00 (High Bidder)
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1970 CATERPILLAR 120 MOTOR GRADER:

Randolph L. Schneider	\$4,005.00 (High Bidder)
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1999 JOHN DEERE 4-FOOT BACKHOE DITCHING BUCKET:

Skip Klinefelter	\$ 526.00 (High Bidder)
Mike Durbin	\$ 475.00
Gene Traylor	\$ 357.00

Motion by Mike Webb and second by Evan Young to accept and recommend to the full board the selling of the surplus equipment to the highest bidder. All in favor, motion carried.

- 2. Raymond Akeman, South Litchfield Township Commissioner Update/Approval:** Raymond Akeman addressed the committee regarding some township roads in South Litchfield Township that had some damage done during the Simpson Bridge closing. There were no signs and these roads were not marked as a detour for traffic during the construction period. The committee discussed that the County has never had a policy to allocate money for township roads when the County roads were closed for other prior construction projects. Miles stated that he thinks some money should be allocated to help townships with their roads that get damaged during these construction closures. Dustin Sefton reported that he and former Highway Engineer Kevin Smith went and inspected the damage and there appears to be some four to five inch ruts and some pot holes in some areas. The committee discussed that in the future, the County Engineer and the Township Road Commissioner should go out and look at the roads and take pictures prior to construction so there is a record to show the before and after. Raymond Akeman stated that he figured the repairs would cost about \$14,000 and the committee suggested that Sefton and Akeman get together to assess the damage and come up with a plan and costs for the repairs and report to the committee next month.

3. **2016-06: Resolution to appropriate funds for 1134 B-CA North 24 Avenue, Rountree Township, 50% Montgomery County and 50% Christian County.** Sefton reported that Christian County will vote on this resolution this month.
4. **Dakota Access Pipeline Update/Approval:** Sefton reported that he has changed the permit process for this project because he was doing 40 – 50 permits every three days. Sefton stated that by changing the permit process so that he only has to issue them about every 7 days which saves a lot of time. Sefton also stated that he has been carefully checking and questioning the truck weights according to their permits.
5. **MFT Funding Update/Approval:** Sefton reported that the MFT funds have been approved for the new State FY 2017.
6. **Other Business Update/Approval:** Sefton reported that they had in the budget for two new snow plows. One was authorized with the purchase of the new truck and the second was going to be purchased with the money received from the sale of surplus equipment. Sefton stated that he wants to order the second plow so they can make one trip to pick up the truck and two plows since everything was purchased from the same company. The committee agreed.
 - The Butler bridge is scheduled for August and Sefton and Cody Greenwood will decide how to do the work and cost.
 - Mike Webb stated that Farmersville is working with an Engineer to sign off on the work they did on the ROW to make sure the flow rate will work.
 - Sefton reported that he spoke with the phone company representative regarding a second notice on an invoice for damage they claimed we did to a line on the county ROW. Sefton told them that we will do a permit audit to see if their permits match their phone lines. Sefton reported that when they are cleaning ditches, they don't call in a JULIE because they are not going that deep and the phone lines should be buried much deeper.
 - Sefton reported that the Highway Department is oil and chipping from Route 6 to Fillmore and that they rented a JCB Planer from Spinner to mill off some bumps and then they can oil and chip. The Taylorville Road will be done next year.
 - Sefton reported that the Quarry boring project will take place in the next 2 – 3 weeks.

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

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

Meeting adjourned at 9:40 a.m.

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