

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, November 29th, 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

Members Absent:

Others Present:

The committee met today to discuss the following:

Coordinating Committee: Roy Hertel, Board Chairman:

1. **Public Safety Sales Tax Update/Approval:** Joe Gasparich will have a presentation for the December full board meeting.
2. **Coal Mine Update/Approval:** Nothing new to report.
3. **Overweight Trucks Update/Approval:** Hertel stated that he received a UCCI document and sent it to the States Attorney's Office for review.
4. **Moving Ambulance Line Update/Approval:** Checking with States Attorney's Office to see if the County Board or the Court will handle this.
5. **Ordinance Establishing the Reimbursement of all travel, meal, and lodging expenses of officers and employees in Montgomery County Update/Approval:** Will try to have ready for Finance next Thursday.
6. **Other Business Update/Approval:** None at this time.

Building & Grounds Committee: Bob Sneed, Chairman

1. **Maintenance Issues and Report Update/Approval:** Sneed reported that there were two issues with the HVAC system at the Jail building and is being checked out today.
2. **Boiler Issue at the Jail – Emergency Situation Update/Approval:** Sneed reported that the two hot water boiler systems have failed at the jail. Young suggested calling Bob Lentz at the Farm Bureau to see what their cost was. Matoush stated that this is an emergency because of Sneed's recommendation is to declare this an emergency and get the units replaced. Sheriff Vazzi stated that this is an emergency to replace the boilers. There are 41 inmates housed there. **Motion by Bob Sneed and second by Gene Miles to declare this boiler problem an emergency so replacement can take place. All in favor, motion carried.**
3. **Radon Testing/Mitigation at Historic Courthouse Update/Approval:** Sneed reported that he has received the Radon Test results from Midwest Radon and mitigation will be done next month. Sneed put out a memo to offices in the Historic Courthouse that no one is down there all day. Just short periods of time. Beeler asked if the Radon gas stays on the books and stuff in the basement. Sneed stated that the upstairs, first floor is OK. The two areas with the higher levels will be ventilated.
4. **Other Business Update/Approval:** None at this time.

Economic Development Committee:

1. **Meeting Dates and Time Update/Approval:**
2. **MCEDC Update/Approval:** Will be working on the RFP and the goals plan – Valarie working to get more presence out more.
3. **Incentives Update/Approval:**
 - RLF -- Community Eligibility – Witt and Panama. Trying to get a meeting set up again. HHK stated that Chris Matoush will need to add verbiage to the RLF Policy for situations like Panama. CM didn't see anything to prohibit us from giving Panama money even though their building is in Bond County. Chairman Hertel stated that the Revolving Loan Fund Repayment Agreement with Panama was signed yesterday and they received their \$30,000 check for the roof.
 - Enterprise Zone -
 - Incentives: HHK will re-type the changes and have changes for the committee meeting this Thursday.
4. **Planning Update/Approval:** Evan Young stated that there will be a meeting on Wednesday, December 14th, 2016. Young stated that the board needs some direction on where to go and Chairman Hertel suggested that they go through the "Plan" and prioritize what needs to be reviewed. Mr. Schroeder stated

that the planning commission has worked on issues but doesn't feel that anything is getting done and sites a problem with staff turnover. Hampton+Knodle and Beeler responded that the full board has worked on housing authority issues, building permits and enforcement and dangerous road issues and acknowledged the turnover of staff at MCEDC, U of I Extension and County Board Liaisons. Evan Young is now the county board liaison and will be reporting back to the county board.

5. Infrastructure Update/Approval:

- Broadband Update: Hampton+Knodle that they will have a meeting with the school districts regarding the fiber initiative document.
- Eagle Zinc – No further updates at this time.

6. Tourism Update/Approval: Hampton+Knodle stated that there will be a ½ page add in the IllinoisSouth Tourism publication.

7. Branding Brainstorm Update/Approval – MCEDC will continue to work with IllinoisSouth Tourism Bureau on the Branding Name for Montgomery County.

8. Workforce Update/Approval:

- West Central Development – Hampton+Knodle stated that she has sent out the letter to Mike Scherer and copied many others to also get a copy of the letter.
- CEO Program – The committee will discuss.

9. Other Business Update/Approval:

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

1. EMA Report Update/Approval:

2. Ambulance Billing Office Update/Approval:

3. Other Business Update/Approval:

Finance Committee: Megan Beeler, Chairman

1. Forrestal Group – Power Plant Assessment Proposal Update/Approval:

2. SOA Report Update/Approval:

3. Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:

4. Convey Trustee Deed for Parcel # 15-04-429-008 in South Litchfield Township to the City of Litchfield Update/Approval:

5. 708 Board Appointments and Levy Update/Approval: Hugh Satterlee stated that the County has to approve the appointments for the 708 Board. This can be done at the 12/13/16 meeting. Satterlee is checking with the States Attorney's Office to see if the board is approved first thing on 12/13/16 then the 708 board would go and have a meeting. This meeting would need to be published. The new 708 board would approve a temporary chairman and secretary/treasurer and then pass a budget and put in a request for a dollar amount for the levy. That info could be brought back to county board meeting that is progress. There are 2 different ways that the levy could be done. We didn't know when the August tax levies were due that this referendum was going to pass at the November election. We must notify the public within 15 days of the county board adopting the levy. Leitheiser stated that the statute is very specific on the public notification. The last day is Tuesday, December 27th, 2016 for the levy to be set. The board does not have to meet again after 12/13/16 if they approve the levy. Once the notification is in the paper, within 15 days of it passing the board meeting. Satterlee has spoken with Ron Jenkins and he will check with the States Attorney's Office to get the language for the Levy Resolution. Leitheiser stated that we want to have everything in order and publications are checked out and there could be challenges. Leitheiser stated that the levy report document would need to be revised and submitted by Treasurer Jenkins. The 708 board fund can carry over from year to year if all the monies collected in taxes are not spent. The 708 board can set aside some money to fund scholarships and hire another psychologist.

6. Executive Session for the Purpose of Union Negotiations Update/Approval:

7. Other Business Update/Approval:

HWE Committee: Connie Beck, Chairman

1. Elections Update/Approval: Clerk Leitheiser will give an update.

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

3. **Recycling Program and Events Update/Approval:** Bishop will report.
4. **Animal Control Facility Program Update/Approval:** Daniels will report. Committee discussed putting the animal control funds in a separate fund. Leitheiser suggested if the budget needs to be amended for the 708 Board, then this can be fixed as well.
5. **Other Business Update/Approval:**

Personnel Committee: Mary Bathurst, Chairman

1. **Employee Health Insurance Update/Approval:** The committee will discuss.
2. **Fraternal Order of Police (FOP) Union Negotiations Update/Approval - Mediation 12/14/16 at 5:00 pm:**
3. **Zobrio Human Resource Module Training & Implementation Update/Approval:** Jay Martin will work with Liz to set up training.
4. **On Line Training (IPMG) Webinar and Procedural Manual for Sheriff's Department Update/Approval:** The Sheriff's Office has been participating in the training courses offered by IPMG.
5. **ICRMT Sample Ordinances for Review Update/Approval:** Jay Martin stated that he will review the sample ordinances from ICRMT.
6. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** If needed.
7. **Other Business Update/Approval:** None at this time.

Road & Bridge Committee: Gene Miles, Chairman

1. **Dakota Access Pipeline Project Update/Approval:** Committee will discuss.
2. **Rocky Hollo Bridge in Butler Township Update/Approval:** The approaches will be done this week and the bridge should be complete in the next two weeks.
3. **Checking with State Farm for Insurance Reimbursement for Walshville Bridge Accident Update/Approval:** This project should be done this week.
4. **Other Business Update/Approval:** None at this time.

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

Meeting adjourned at 10:15 am. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

Buildings & Grounds Meeting Minutes

Date: Friday, December 9th, 2016

Time: 8:30 AM – County Board Room

Members Present: Chairman Bob Sneed, Glenn Bishop, Ron Deabenderfer, Chuck Graden, Gene Miles, Richard Wendel, Board Chairman Roy Hertel

Members Absent:

Others Present: Mark Brown

The committee met today to discuss the following:

1. **Maintenance Issues and Report Update/Approval:** Mark Brown reported that he ordered two circuit boards for the boiler at the courts complex and that he will get a couple of community services workers to help with other work.
2. **New Courthouse Cleaning Issues Update/Approval:** Sneed reported that a few of the offices at the Court complex shared some issues with the cleaning of the building. Sneed stated that he will talk with Circuit Clerk Lemons and the Custodian.
3. **Johnson Controls Maintenance Contract Update/Approval:** Committee reviewed the two proposals from Johnson Controls for the maintenance contract for the HVAC System at the Courts Complex. The basic maintenance contract is the one we usually get and the proposal is \$5,106 for the first year, \$5,316 for the second year and \$5,532 for the third year. The premium package was for \$10,692 for the first year and works like an extended warranty. The committee approved the basic contract. **Motion by Gene Miles and second by Richard Wendel to approve the basic contract for three years. All in favor, motion carried.**
4. **Dan Heise Plumbing Replacement for New Boilers at the Jail Update/Approval:** Bob Sneed reported that there are two boilers down at the Jail Building and it was approved at the Coordinating Committee to get them replaced on an emergency basis since two of the three boilers are down that provide hot water and heat for the jail building. Sneed received a proposal from Dan Heise Plumbing in the amount of \$26,014 to replace and install the three boilers at the Jail. **Motion by Chuck Graden and second by Glenn Bishop to approve the proposal from Dan Heise Plumbing in the amount of \$26,014 to replace three boilers at the jail. All in favor, motion carried.**
5. **Radon Testing at Historic Courthouse Update/Approval:** Sneed reported that he received the test results from Midwest Radon Testing and the results varied. The highest result was in a vault that was closed off by the boiler room. Sneed stated that he is working with someone to come and give us costs to mitigate the basement areas with ventilation options.
6. **Sons of the American Revolution Flag Ceremony/Presentation Update/Approval:** Marvin Meng of the SAR called to say that Montgomery County was chosen by their organization to conduct a Flag Ceremony/Presentation at the Historic Courthouse on Saturday, June 10th, 2016 starting at 1:00 pm. They will arrive at 9:00 for set up. There will be 50 state flags and 28 historic country flags on display. They will need some chairs set up, a PA system and would like for the county to advertise the event. **Motion by Ron Deabenderfer and second by Richard Wendel to support this event. All in favor, motion carried.**
7. **Other Business Update/Approval:** Sneed reported that we need to pay a McDonough-Whitlow invoice for the Chimney work and that an issue was resolved with a Santana gas bill for the Courts Complex building.

Motion by Chuck Graden and second by Gene Miles to pay the bills. Motion carried.

Motion by Richard Wendel and second by to Ron Deabenderfer 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

Economic Development Committee Meeting Minutes

Date: Thursday, December 1st, 2016

Time: 9:30 am – County Board Room

Members Present: Chairman Tim Hopper, Megan Beeler, Jay Martin and Evan Young – appointed by County Board Chairman Roy Hertel

Members Absent: Ron Deabenderfer and Chairman Roy Hertel

Others Present: Valerie Belusko

The Committee met today to discuss the following:

1. **MCEDC Update/Approval:** Valerie Belusko gave a written report. See attached.
2. **Incentives Update/Approval:**
 - RLF - Hopper reported that he talked with States Attorney Chris Matoush and the loan to the Village of Panama is OK. Hopper will meet again with Matoush regarding the RLF policy language regarding this issue.
 - General Abatement Program – The committee reviewed a revised draft of the General Abatement Program as prepared by Heather Hampton+Knodle. Hopper will check with Chris Matoush to see what parts of this document will be made public to the full board for a review and approval. Beeler stated that this will be an MCEDC document for them to administer and work with businesses.
 - Enterprise Zone - Daniels stated that she is working with Cassidy Younker to add colors to the maps for the territory adds and deletes that were submitted in the application to DCEO.
 - Incentives:
3. **Planning Update/Approval:**
 - Planning Commission – The next scheduled meeting will be on December 14th at 5:30 pm. Beeler and Young explained the Plan to Valerie Belusko and the purpose of reviewing the “goals”. Evan Young will be bringing the plan updates and recommendations to the county board. The planning commission should be working on storm water mitigation. The county has no one to enforce this and structural permits.
4. **Infrastructure Update/Approval:**
 - Broadband Update: The committee reviewed a report that was prepared by Hampton+Knodle regarding the broadband project with proposed costs and where it will be installed. Hopper explained that it will go from Hillsboro to Route 185 to Fillmore then north to Nokomis and then over to Raymond. They are not looking at Donnellson and Walshville and the City of Litchfield is not interested.
 - Eagle Zinc – Hopper stated that Belusko will be meeting with Mayor Sullivan today at 10:30 to discuss the Eagle Zinc cleanup process. The Army Corp of Engineers will be in charge of the cleanup.
5. **Tourism Update/Approval:** The committee discussed the revenue and expenses for the Hotel/Motel Tax that will fund Tourism.
6. **Broadband/Fiber RFP Update/Approval:** Hopper reported that a meeting was held with school superintendents regarding broadband and fiber services. The e-rates for schools was also discussed and Hampton+Knodle will stay involved with this project. The goal to get this done by Fall of 2018.
7. **Branding Brainstorm Update/Approval:** Valerie Belusko reported that she talked with IllinoisSouth yesterday and the person is still on maternity leave so this is on hold for now. Belusko will then get the branding committee together. Beeler stated that the membership fee was budgeted and since there is money in the account, the budget will be run in the red since the money has to be spent on tourism.
8. **Workforce Update/Approval:**
 - West Central Development – Jeremy Jones was appointed.
 - CEO Program – Belusko stated that she attended a meeting for the CEO program.
9. **2017 Committee meeting dates Update/Approval:** Committee discussed changing their meeting times to evening and will wait until the new members are appointed to see what their schedules are.
10. **Other Business Update/Approval:** None at this time.

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

Meeting was adjourned at 10:30 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, December 5th, 2016

Time: 4:00 PM EMA Office

Members Present: Glenn Savage, Chuck Graden, Glenn Bishop, Dillon Clark, Joe Gasparich, Tim Hopper, and County Board Chairman Roy Hertel.

Others Present: Greg Nimmo, Sherry Greenwood, Jerry Hefley, Darrin Beckley, David Beal and Mike Kruse.

The committee met today to discuss the following:

E.M.A./Old Business: Glenn Savage, Chairman

1. **EMA Job Description Draft Update/Approval:** Nimmo shared a draft of the revised EMA Job Description so the committee could review it for one month.
2. **Hazmat Team Radio Programming Reconsideration Update/Approval:** Nimmo stated that there is nothing in the budget for the approximate cost of \$400 for the Hazmat Team Radios. The committee discussed the \$1,000 that used to be in the EMA budget for Hazmat Team Expenses, but it was taken out last year. Nimmo asked committee members to consider something for the budget for these types of expenses for the Hazmat Team. Chairman Hertel stated that we could use some of the safety grant money for a new Hazmat Suit that costs about \$1600. Mike Kruse the EMA Coordinator for Christian County stated that he funds his department with grants and it was suggested that Mr. Nimmo contact him to get information for how that works.

EMA New Business:

1. **Montgomery County Hazmat Team Trailer Storage Update/Approval:** Nimmo introduced the guests in attendance from the Hazmat Team to explain the issues with storing the Hazmat Trailer. The estimated value of equipment on the trailer is about \$650,000 and they would need a secure space that has electricity and heat. It is currently being stored in the Nokomis/Witt ambulance garage, but need to be move. An ideal place would be near the interstate. The committee will further discuss and check out the issues with the Raymond Fire Department.
2. **Training Update/Approval:** Nimmo stated that he attended the New EMA Coordinator Class on November 17th, 2016 and that he and Undersheriff Robbins attended a Volunteer and Donations Management Class on December 6th, 2016.
3. **LEPC Review/Planning/Scheduling:** Nimmo stated that he would like to start scheduling meetings after the first of the year for the Local Emergency Planning Committee.
4. **IMT Review/Planning/Scheduling:** Nimmo reported that he will schedule meetings for the Incident Management Team after the first of the year.

Ambulance Billing Office Update/Approval: Greenwood reported that Cathy Ulrici will come and show her how to do the year end ambulance billing reports.

Other Business Update/Approval: None at this time.

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

Motion to adjourn by Glenn Bishop and second by Tim Hopper. All in favor, motion carried.

Meeting adjourned at 4:35 pm. The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

Finance Committee Minutes

Date: Thursday, December 8th, 2016

Time: 8:30 AM – County Board Room

Members Present: Chairman Megan Beeler, Connie Beck, Kirby Furness, Jim Moore, Mike Plunkett, Bob Sneed and Board Chairman Roy Hertel.

Others Present: Evan Young, Sandy Leitheiser, Ray Durston, Hugh Satterlee and Kim Taylor

The committee met to discuss the following:

1. **Forrestal Group – Power Plant Assessment Proposal Update/Approval:** Beeler reported that Gene Stuard has requested information from Dynegey and meetings will be set up after the first of the year.
2. **SOA Report Update/Approval:** Durston reported that they had about 600 assessment notices that were published and we should have the tentative factor in about three to four weeks. The Board of Review is working on about 40 complaints and updated forms were received on the senior exemptions.
3. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Beeler stated that she would like to take some money out of the coal reserve money and transfer it into the Capital Improvement Fund for broadband which is where we need to be focusing right now along with roads and bridges, a new roof for the jail and other capital improvement needs. Kirby Furness stated that roads need to be oiled because oil is cheaper right now. **Motion by Beeler and second by Kirby Furness to transfer \$1.3 million of coal reserve money to the Capital Improvement fund. All in favor, motion carried.**
4. **County Trustee Resolution to Convey Deed on Parcel 15-04-429-008 in South Litchfield Township to the City of Litchfield Update/Approval:** Committee discussed conveying the deed to the City of Litchfield. **Motion by Connie Beck and second by Bob Sneed to recommend the approval of the County Trustee Resolution to Convey Deed on Parcel 15-04-429-008 in South Litchfield Township to the City of Litchfield. All in favor, motion carried.**
5. **708 Board Appointments Update/Approval:** The committee reviewed the list of seven people that were recommended to serve on the 708 board. In order to stagger the four year terms, to start the process two people will receive a two year term, two members will get a three year term and three members will receive a four year term. **Motion by Connie Beck and second by Kirby Furness to appoint Earlene Robinson to the 708 board for a 2 year term. All in favor, motion carried. Motion by Connie Beck and second by Kirby Furness to appoint Brian Gaskin to the 708 Board for a four year term. All in favor, motion carried. Motion by Connie Beck and second by Kirby Furness to appoint Christina DeWerff to the 708 board for a four year term. All in favor, motion carried. Motion by Mike Plunkett and second by Jim Moore to appoint Pam Lentz to the 708 board for a three year term. All in favor, motion carried. Motion by Bob Sneed and second by Kirby Furness to appoint Bruce Sanford for the 708 board for a three year term. All in favor, motion carried. Motion by Mike Plunkett and second by Connie Beck to appoint Ed Schumacher to the 708 board for a three year term. All in favor, motion carried. Motion by Connie Beck and second by Jim Moore to appoint Linda Billiter to the 708 board for a four year term. All in favor, motion carried.**
6. **708 Board Budget Update/Approval:** The committee had a lengthy discussion this would be fully amending the budget and levy. This needs to be identical to all taxing bodies. The Resolution for the levy will need to be passed, attached with the expense and revenue reports and the levy report that is passed out each year for the actual tax extension. Per Beeler, the Treasurer's Office is not prepared to amend the budget until January. Leitheiser stated that we need to also change the FY17 Budget Request to FY 16 actual extension.
7. **708 Board Levy Resolution Update/approval:** The committee discussed recommending the resolution with the dollar amount of \$640,500 to levy for the 708 Board. **Motion by Connie Beck and second by Bob Sneed to recommend the Resolution Creating a Tax Levy for the Montgomery County**

Community Mental Health Board in the amount of \$640,500 pending approval by the States Attorney's Office. Mike Plunkett votes no because of the sequence. Plunkett doesn't like passing a levy with no budget in place yet. **All other committee members are in favor, motion carried.**

8. **Truth and Taxation Hearing Update/Approval:** Hugh Satterlee stated the 708 board levy should be for the max of 15% which would bring in about \$640,500 in tax revenue because if you don't do it now, it will never catch up because the board doesn't like to do the truth and taxation by going over the 5%. Plunkett stated that he doesn't like the sequence and offered a solution to appoint the 708 board and then loan them the money and then have the truth and taxation. They can get the money sooner if we loan them the money. Plunkett wants to know the expenses first and then levy the money. Beeler stated that this is the only year for this situation because of the timing of the election and placing the 708 board. **There will be a notice about the truth and taxation that will go out right after the December 13th, 2016 board meeting. There will not be a hearing.**
9. **Public Safety Tax Resolution Update/Approval:** The committee reviewed a draft of the resolution to submit to the voters the question of imposing a public safety tax on retail sale of tangible person property, excluding qualifying food, drugs, and medical appliance and items that are titled or registered with an agency of Illinois State Government. Clerk Leitheiser stated that she drafted this resolution based on one that was presented in 2002 when a public safety tax was a question on the ballot. The committee discussed the concept of what the revenue would be used for. This would relieve the general fund of about \$400,000 to offset the cost of the Sheriff's Office. One third would fund the Sheriff's Department and one third for emergency service agencies and one third for the Jail building expenses. By adding the fire department and ambulances participate it will help support this sales tax. Joe Gasparich will do a presentation to the full board on Tuesday. There will also be a school facilities tax put on the April Election ballot. The committee discussed that the sales tax is a fair way to have everyone participates in the additional tax. **Motion by Jim Moore and second by Connie Beck to recommend to the full board that we consider the Public Safety Tax Resolution. All in favor, motion carried.**
10. **FY 2017 Budget Update/Approval:** Beeler stated that she will get with the Treasurer's Office regarding amending the FY 2017 Budget and Levy Sheet.
11. **Ordinance Establishing the Reimbursement of all travel, meal, and lodging expenses of officers and employees in Montgomery County Update/Approval:** Committee discussed the Ordinance Establishing the Reimbursement of all Travel, Meal, and Lodging Expenses of Officers and Employees in Montgomery County. We will now roll call for per diem. **Motion by Kirby Furness and second by Bob Sneed to recommend to the full board the Ordinance Establishing the Reimbursement of all Travel, Meal, and Lodging Expenses of Officers and Employees in Montgomery County. All in favor, motion carried.**
12. **Executive Session Update/Approval:** **Motion by Bob Sneed and second by Connie Beck to enter into Executive Session. All in favor, motion carried. Time 10: 45 am. Motion by Jim Moore and second by Mike Plunkett to come out of executive session. All in favor, motion carried. Motion by Connie Beck and second by Kirby Furness to hire Attorney Chris Walters for the FOP Medication. All in favor, motion carried.**
13. **Other Business Update/Approval:** Plunkett asked about the new constitutional amendment on paying the Highway Engineer out of MFT funds.

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

Motion by Connie Beck and second by Kirby Furness to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 11:30 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, December 6th, 2016

Time: 4:00 AM – County Board Room

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

Others Present: Ben Bishop and Bill Gonet

The committee met today to discuss the following:

1. **Elections Update/Approval:** Clerk Leitheiser reported that the next election will be held on Tuesday, April 4th, 2017 and will be the only election next year. She said that South Fillmore and Fillmore Townships are now merged as of the last election and they are finalizing officially naming the new Township at this time. Leitheiser also stated that the Regional Office of Education #3 has certified the School Facility Sales Tax question to the County Clerk's office and this question will be on all ballots county-wide.
2. **EPA Report Update/Approval:** Gonet reported that the EPA had a used tire pick up for the municipalities, county highway and townships. A large pile of tractor tires were also picked up at this collection. Gonet stated that he will take four days of vacation between Christmas and New Year's and that the property in Van Burensburg has been cleaned up and a compliance letter was sent to the owner.
3. **Recycling Program and Events Update/Approval:** Bishop shared the monthly bale report and the price of cardboard has gone up to \$120 per ton because it is good cardboard and not wet. Bishop also reported that all commodities are booming and they are getting a lot of product coming to the drop sheds. Bishop reported that the baler is running good at this time. Committee discussed looking for a different Baler and trying to find grant money to replace it. Jeremy Jones offered to help look for grants for a different baler and will contact Ben Bishop.
4. **Animal Control Facility Program Update/Approval:** The committee discussed reviewing the animal control ordinance again in January and February. Coordinator Daniels shared a letter from Nancy Hill a breeder from Nokomis who sent a letter to animal control with the rabies tag registration fees for her dogs. The letter stated her issues with the rabies registration and animal control.
5. **Other Business Update/Approval:** None at this time.

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

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

Meeting adjourned 4:50 pm p.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, November 30th, 2016

Time: 8:30 am - County Board Room

Members Present: Committee Vice Chairman Jay Martin, Jim Moore, Mike Plunkett, Evan Young, Megan Beeler, and Board Chairman Roy Hertel

Members Absent: Bill Bergen

Others Present:

The committee met to discuss the following:

1. **Employee Health Insurance Update/Approval:** The committee discussed the employee health insurance changes and a possible grievance with Local 148, the Circuit Clerk's Union. Jay Martin will call Mr. Lynch and explain the county's position to try and avoid a meeting. A tentative meeting will be scheduled for Monday, December 19th, 2016 with Mr. Patrick Lynch to discuss the issues
2. **Fraternal Order of Police (FOP) Union Negotiations Update/Approval:** A Mediation meeting is scheduled on Wednesday, December 14th, 2016 at 5:00 pm.
3. **Zobrio Human Resource Module Training & Implementation Update/Approval:** Jay Martin stated that he would talk with Liz Holcomb and schedule a training session for the Zobrio Software.
4. **ICRMT Sample Employee Manual Updates Review Update/Approval:** Jay Martin will review the email and attachments from Kyle Shell at ICRMT regarding the sample employee manual updates.
5. **2017 Personnel Committee Meeting Dates Update/Approval:** The committee discussed keeping their meeting dates on the last Thursday of the month, but approved changing the time to 5:00 pm. **Motion by Plunkett and second by Young to change the meeting time to 5:00 pm on the last Thursday of the month. All in favor, motion carried.**
6. **Executive Session to Discuss Personnel/Union Contract Issues Update/Approval:** **Motion to enter into closed session to discuss Personnel and Union Contract Issues by Evan Young and second by Jim Moore. All in favor, motion carried. Time: 8:40 am. Motion to come out of executive session by Plunkett and second by Evan Young. All in favor, motion carried. Time 9:20 am. No action was taken**
7. **Other Business Update/Approval:** None at this time.

Motion to Adjourn by Jim Moore and second by Mike Plunkett. All in favor, motion carried.

Meeting adjourned at 9:45 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, December 7th, 2016

Time: 8:30 AM – Highway Department

Members Present: Gene Miles, Earlene Robinson, Glenn Savage, Bill Bergen, Jim Moore, Evan Young, and County Board Chairman Roy Hertel

Others Present: County Engineer Cody Greenwood and Jennifer Trapani from McDonough-Whitlow

The committee met today to discuss and approve the following:

1. **Hamrock Estates, minor subdivision in Nokomis Update/Approval:** Jennifer Trapani from McDonough Whitlow presented the minor subdivision plat request in Nokomis. This project is west and south of the cemetery and is classified as a minor subdivision. Engineer Greenwood stated that he has reviewed the documents and everything seems to be in order for these two lots. **Motion by Earlene and second by Glenn Savage to send to the full board to approve the Hamrock Estates Minor Subdivision in Nokomis. All in favor, motion carried.**
2. **Rocky Hollow Trail Bridge in Butler Grove Township Update/Approval:** Engineer Greenwood stated the construction is complete and the bridge is open for traffic. Final grading and seeding along with oil and chipping the approaches will be completed in the spring of 2017.
3. **Village of Butler, Water Line Issue Update/Approval:** Greenwood stated the plumber is having trouble getting the water samples to pass the EPA testing requirements for new construction. There is still a boil order in effect. EPA requires zero colonies for a new line. Hoping for a variance and put back in service.
4. **Mowing Update/Approval:** Greenwood stated that the mowing is complete and they are back here and cleaned up. Greenwood stated that they are adding stump jumpers to the mowers to save stress on the equipment.
5. **Section 15-10120-00-BR – T.R. 113 (Cottonwood Trail) over East Fork Shoal Creed, Nokomis Township, additional Engineering Services Update/Approval:** Greenwood stated that at the last meeting they approved additional engineering services. Greenwood contacted IDNR and the guy that handled this last time is now gone and he talked with a new guy and they had McDonough submit the calculations again and they will be reviewed to see if they are OK so we may not have to pay additional fees for engineering services. Urban bridges have more strict rules and tighter restrictions compared to rural bridges. Miles stated that this bridge is located on the edge of Nokomis by farm ground. Greenwood hopes to hear something soon from IDNR.
6. **Upcoming Equipment Purchases Update/Approval:** Greenwood stated that he is working with the dealerships on pricing for the two pickup trucks that they are looking to replace. They are looking at one F250 and one F350, both extended cab four wheel drives.
7. **Dakota Access Pipeline Update/Approval:** Greenwood stated that there is nothing new to report and that he is still issuing oversize/overweight permits for their trucks. Chairman Hertel stated that it would be a good idea to send them a reminder letter about the money for road repairs. Greenwood stated that the township road commissioners want to wait to prepare cost estimates for repairs until all the work and hauling is complete and that everyone including land owners are happy with the repair work.

8. **Bridge Inspection Training Update/Approval:** Greenwood stated that he will be signing up for the IDOT Bridge Training will be held in Springfield from February 27th, to March 10th, 2017. The cost will be \$2,025.
9. **Other Business Update/Approval:** Greenwood stated that there was damage on Pine Street in Irving from a chisel plow in Irving that the highway department will be repairing. The farmer that did the damage will be sent a bill for the repairs.
10. **Overweight Vehicle Regulation Update/Approval:** Greenwood shared information regarding the regulations for county overweight and oversize vehicle that is being reviewed by States Attorney Chris Matoush.
11. **Projects to be completed:** Engineer Greenwood reported on the following upcoming projects for 2017.
- Wonder Trail pile repair in Fillmore. This is a 50%/50% project with the township.
 - Fillmore Bridge on 11th Avenue. This is a Township Bridge Project that will take place during summer 2017.
 - A culvert replacement project with Christian County.
 - Long Term – Taylorville Blacktop is in design right now for 3 miles of overlay for 2018.
 - Panama Road overlay of \$2.5 million
 - Nokomis Road Extension of \$800,000 and upgrade 13 miles of Nokomis Blacktop overlay would be about \$10 million.
12. **Engineer Salary Update/Approval:** Engineer Greenwood stated that there is a program called the County Engineer Salary Program which is an option for funding the Engineers Salary and that 72 out of 99 counties are currently enrolled in this program. Essentially this program allows a county to do a one for one trade of their federal STR allotment for MFT cash from the State. The advantages of the program are that the county is trading in an allotment value for actual cash in the bank in the form of state MFT dollars, which are more flexible to spend than the federal STR dollars. Greenwood stated that the 2017 recommended salary would be approximately \$103,000 and the county would need to agree to pay the engineer a minimum of 95% of that amount to qualify for the program, which would equate to approximately \$97,850 salary per year. 50% of the agreed upon salary would be reimbursed to the county from the State as MFT dollars. IDOT has a form that the county passes each year for the salary of the highway engineer to participate in this program. .
13. **Other Business Update/Approval:** Engineer Greenwood stated that the Black Diamond Road is still causing some maintenance issues and it is soft. Chairman Hertel stated that the road at the bridge going out of town to Walshville needs to be straightened out. Young stated that he asked Cody to make a list of the trucks and equipment with their age, mileage etc. Rock Letting will be held January or early February.

Motion by Evan Young and second by Bill Bergen to pay the 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 9:43 am. Minutes respectfully submitted by acting secretary Christin Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.