

# Montgomery County Board Coordinating Committee Meeting Minutes

Draft

**Date:** Tuesday, March 29<sup>th</sup>, 2016

**Time:** 8:30 am – County Board Room

**Members Present:** County Board Chairman **Roy Hertel**, Personnel Chairman **Mary Bathurst**, HWE Chairman **Connie Beck**, Finance Chairman **Megan Beeler**, Economic Development Chairman **Heather Hampton+Knodle**, Road & Bridge Chairman **Gene Miles**, EMA/Ambulance Chairman **Glenn Savage**, and Building & Grounds Chairman **Bob Sneed**

**Members Absent:**

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

The committee met today to discuss the following:

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

1. **Ordinance and Intergovernmental Agreement to Approve Transportation Services Update/Approval:** Committee will approve.
2. **Pam Richart Presentation Update/Approval:** Pam Richart gave a presentation and a sample of a resolution regarding the coal severance tax issue.
3. **Coal Mine Update/Approval:** Chairman Hertel stated that he has a call into the coal mine.
4. **Law Suit – Montgomery County vs. State of Illinois Update/Approval:** Chairman Hertel stated that the case is still filed with the courts. Some money has been paid however we are waiting on grant reimbursements for the EMA and EPA positions.
5. **Juror Fees Update/Approval:** Chairman Hertel stated that he has been following up on this issue with letters to legislators.
6. **SB 2503 Update/Approval:** Chairman Hertel stated that this Senate bill has been assigned to Judicial Sub-Committee and that he has been communicating with Senator Manar regarding this issue.
7. **Hotel/Motel Tax Notification Letters Update/Approval:** Committee reviewed the Certificate of Registration and The Tax Reporting form that the three businesses in the County will receive. Chairman Hertel stated that he drafted a letter to go to the businesses and that we could use some of this funding to advertise more and that we need to have more of a review of what goes into the magazine. Beeler stated that we had short notice to get information for the magazine.
8. **Possible Recycling Funding Update/Approval:** Chairman Hertel stated that he mentioned the financial trouble at the last mayor's meeting and told that that we need to come up with some ways to pay for some things like recycling. Chairman Hertel stated that he asked Assistant States Attorney Betsy Wilson if we could add money to everyone in the County's water bills and he received a positive response. Chairman Hertel also stated that we need to look for a grant to purchase a baler. Hertel stated that he has a proposal from one of the county largest trash hauler and gave a copy to the States Attoeny's Office to review. The proposal would still require the county to pay for shortfalls on recycling. .
9. **Other Business Update/Approval:** Chairman Hertel asked Bathurst to check with the U of I Extension Office regarding customer service training for employees.

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

1. **Maintenance Issues and Report Update/Approval:** Lloyd Meyer will report.
2. **Annex Building Project Update/Approval:** Sneed reported that the project started March 15<sup>th</sup>, 2016 and is moving along fine. There have been two change orders. One in the amount of \$890.00 and Sneed reported that he is reviewing a change order for the two chimneys on the Historic Courthouse in the amount of \$7,000.
3. **Other Business Update/Approval:** None at this time.

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

1. **MCEDC Update/Approval:** Will Shalter will report. The MCEDC annual meeting will be held on Tuesday, April 5<sup>th</sup>, 2016 at the Hillsboro Moose Lodge.
2. **Incentives Update/Approval:**
  - Revolving Loan Fund: Shalter will submit a report.
  - Enterprise Zone – Hertel and Daniels will give an update to the committee.
3. **Planning Update/Approval:**
  - Planning Commission – Meeting is scheduled for tonight.
4. **Infrastructure Update/Approval:**
  - Incumbent Provider Updates – Committee will discuss.
  - Fiber RFP – MCEDC, Will Shalter will report.
  - Eagle Zinc – EPA will hold a public hearing on Thursday, April 7<sup>th</sup> at 6:30 at the Hillsboro Moose Lodge.
5. **Tourism Update/Approval**
  - Tourism South – Committee will discuss.
6. **Workforce Update/Approval:**
  - West Central Development – Committee will discuss.
  - CEO Program – Hampton+Knodle will give an update.
7. **Other Business Update/Approval:** None at this time.

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

1. **Ambulance Calls Update/Approval:** The committee will review the report.
2. **Hazard Mitigation Plan Meetings Update/Approval:** The committee will discuss.
3. **911 Legislation Update/Approval:** The committee will discuss.
4. **Other Business Update/Approval:** None at this time.

**Finance Committee: Megan Beeler, Chairman**

1. **SOA Report Update/Approval:** Durston will submit his report for review.
2. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Treasurer Jenkins will submit his report for review.
3. **FY 2017 Budget Hearings: July 18<sup>th</sup>, 19<sup>th</sup>, and 21<sup>st</sup> from 8:00 to Noon Update/Approval:** .
4. **FY 2017 Budget Discussions Update/Approval:** The committee will discuss at their April meeting.
5. **Early Retirement/Severance Update/Approval:** The committee will discuss at their April meeting to see if this is a possibility.
6. **Court Security Update/Approval:** Committee will discuss this fee increase at their April meeting.
7. **CPI / Cost Study Update/Approval:** Beeler reported that if we take our 2012 cost study and adjust it for the CPI, legally we could increase our fees and fines without doing another cost study.
8. **Coroner Salary Update/Approval:** Committee will discuss.
9. **Flyover Update/Approval:** Committee will discuss.
10. **Forestall Group – Dynegy Update/Approval:** Gene Stuard will attend the Finance Committee to discuss the Dynegy Power Plant Appraisal.
11. **Other Business Update/Approval:** None at this time.

**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. Electronics Drive will be held on Saturday, April 8<sup>th</sup>, 2016.
4. **Animal Control Facility Program Update/Approval:** Daniels will report. Rabies clinic is scheduled for Saturday, April 23<sup>rd</sup>, 2016.
5. **Other Business Update/Approval:** None at this time.

**Personnel Committee: Mary Bathurst, Chairman**

1. **Local 773 Pension Refund Update/Approval:** Check in the amount of \$3,209.37 received on 3/28/16
2. **Employee Health Insurance Update/Approval:** Bathurst reported that she received the increase of 12.82% for the employee health insurance update. Shannon Hall will be attending the Personnel and Finance Committee meetings and will be bringing other insurance options.
3. **Zobrio Human Resource Module Training & Implementation Update/Approval:** Bathurst stated that she is working with Liz Holcomb to schedule training.
4. **Personnel Manual Update/Approval:** Bathurst is working with the Sheriff's Department to revise their manual.
5. **Early Retirement/Severance Update/Approval:** Committee will discuss.
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. **Simpson Bridge in Walshville Township Update/Approval:** Work on the bridge started again this week.
2. **Village of Farmersville Ditch Update/Approval:** Committee will discuss.
3. **2016 Oil Letting Update/Approval:** Committee will open bids at their April meeting.
4. **Few C-BA Projects Coming Update/Approval:** Committee will discuss.
5. **Rocky Hollow Bridge Replacement this Year Update/Approval:** Committee will discuss.
6. **Other Business Update/Approval:** None at this time.

Motion by Gene Miles and second by Glenn Savage 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

## Buildings & Grounds Meeting Minutes

**Date:** Friday, April 8th, 2016

**Time:** 8:30 AM – County Board Room

**Members Present:** Chairman Bob Sneed, Nikki Bishop, Chuck Graden, Gene Miles, Richard Wendel,  
Board Chairman Roy Hertel

**Members Absent:** Joe Gasparich,

**Others Present:** Lloyd Meyer

The committee met today to discuss the following:

- 1. Maintenance Issues and Report Update/Approval:** Lloyd Meyer reported that pest control was called out two times to the New Courthouse to spray for termites. Meyer stated that he worked on the controls for the condensate pump for the boiler in the Historic Courthouse and that they worked on the wind damaged garage door at the incinerator garage.
- 2. Annex Building Project Update/Approval:** Bob Sneed reported that the annex building project started on March 15<sup>th</sup>, 2016 and is going along fine. The west side of the building has been tuck pointed, steel beams have been painted and the windows were caulked. The committee reviewed a partial payment request from Evans-Mason for the work that has been completed so far. Sneed reported that he signed a change order for about \$900 where some bricks that needed replaced due to water getting behind the mortar and deteriorating it. The mortar will have to be seasoned before it can be painted. Sneed also reported that the south chimney on the Historic Courthouse will need more work than what was originally anticipated and the contingency fee will be needed. Sneed stated that we are saving \$3,000 in engineering fees.
- 3. Other Business Update/Approval:** Committee discussed the status of the antennas on the communications tower by the Jail building. The highway department antenna will be moved up weather and wind permitting. Sneed reported that the part time custodian at the new courthouse left for a full time job and that Martin Large is going back to clean there 25 hours per week.

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

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

Meeting adjourned at 9:25 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, March 31<sup>st</sup>, 2016

**Time:** 8:30 am – County Board Room

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

**Members Absent:** Tim Hopper

**Others Present:** Rick Cornell, Clean Line Energy and Will Shalter

The Committee met today to discuss the following:

### **Economic Development Committee:**

1. **MCEDC Update/Approval:** Will Shalter reported that the MCEDC board meeting is scheduled for tonight and they will be looking at the Fiber RFP. Shalter also reported that they have a meeting with New Wave Communications next Wednesday. Shalter stated that he and Hampton+Knodle had a meeting with Consolidated Communications regarding the Fiber they have in the County and where it is located. Hampton+Knodle stated that the MCEDC annual meeting will be held on Tuesday, April 5<sup>th</sup>, at the Hillsboro Moose Lodge. Shalter stated that he is communicating with IllinoisSouth Tourism regarding an idea for “branding name” and they need to have this done by August. The committee discussed the need to identify who will be involved with the branding name such as Kim Noyes from a realty stand point, people from the MCEDC board, and Sarah the Tourism director of Litchfield. Hampton+Knodle asked Shalter to produce a breakdown of his hours by operating, tourism, other community development, business retention, programs, workforce development etc. Shalter stated that he has been reporting his hours to the Extension Office. Shalter stated that he attended a FAB lab seminar in Arkansas and will try to get a mobile Fab lab to review at the July board meeting. Shalter reported that he is also working on a third meeting in the City of Nokomis for Community Development and that the Litchfield Mayor is also interested in this program.
2. **Incentives Update/Approval:**
  - Revolving Loan Fund: Shalter submitted the RLF report and stated that payments are on time and he will double check. Martin stated that he had an inquiry from a restaurant.
  - Enterprise Zone – Communities are approving their ordinance and intergovernmental agreements. Shalter is working on the criteria for the application and Daniels will be working on the application to submit to the Department of Agriculture to add territory.
3. **Planning Update/Approval:**
  - Planning Commission – The planning commission did not meet as scheduled and has re-scheduled in April.
4. **Infrastructure Update/Approval:**
  - Grain Belt Transmission Line – Rick Cornell gave the committee an update on the Grain Belt Transmission Line Project and stated that they went through the ICC to get approval. The situation in Missouri is different and they are focusing on the regular process. Cornell stated that it will be clearing in the weeks ahead on the direction that will be taken. Cornell stated that they want to maintain a presence and relationships in the communities in Illinois. Cornell stated that there will have to be a new application filed and it will likely take place in the next few months. Cornell reported they have not worked out any property arrangements with Illinois property owners because they are in sort of limbo and clarity

will come in the next several months. The initial time table has been modified. Chairman Hertel asked about the funding for the project and Cornell responded that funding has not been an issue and everyone is on board. The investors will be satisfied that this is a viable project. Cornell stated that there is action in the appellate court for the ICC to reconsider and he doesn't think there is an expiration date.

- Fiber RFP – The MCEDC will be meeting to approve the Fiber RFP.
- Eagle Zinc – Illinois EPA will hold a public meeting on Thursday, April 7<sup>th</sup>, 2016 at 6:00 pm at the Moose Lodge in Hillsboro to discuss phase II cleanup.

**5. Tourism Update/Approval**

- Tourism – Hampton+Knodle stated that Chairman Hertel and Daniels worked on the form for the county hotels to submit for their hotel tax. The committee discussed putting together some type of board to manage the fund and the money. The committee discussed having the Economic Development Committee invite the owners of the Magnuson Grand Hotel, Countryside Inn and the Pheasant Valley Farms Bed & Breakfast to participate in their June meeting and give input on tourism. The committee will review the hotel tax receipts collected through August 31<sup>st</sup> at their September meeting to make a recommendation to the full board.

**6. Workforce Update/Approval:**

- West Central Development – Hampton+Knodle reported that DCEO is looking at reconfiguring workforce investment areas and consolidating them in 2017 and that we do have options now to form a regional development council. Hampton+Knodle also reported that additional research will have to be done and conversations with other Work force Boards will have to take place.
- CEO Program – Hampton+Knodle reported that the current CEO students have met with their mentors to go over their business plans and that the trade show will be held on April 26<sup>th</sup> at 5:30 pm at LLCC.

**Other Business Update/Approval:**

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

Meeting was adjourned at 10:15 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:** April 4<sup>th</sup> 2016

**Time:** Monday 08:30– 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:** none

**Others Present:** Diana Holmes, EMA Director

**Ambulance Call Reports:**

**Collections:** \$143,885.66 Collections are being received in a routine fashion.

**Ambulance Borders Update Approval:** Savage referred members to the Ambulance Borders map, and discussed that the map was to go to Assistant State’s Attorney Betsy Wilson as the next step. He asked Chairman Hertel if there is any update from Wilson, and Hertel said there is none at this time.

**EMA:**

1. **4<sup>th</sup> Judicial Circuit COOP and COG 2016 Update/Approval:** Savage stated that these documents give options where the 4<sup>th</sup> Judicial Circuit Montgomery County Courtrooms can operate in case of emergency. Members discussed the territory of the 4<sup>th</sup> Judicial Circuit District and consensus suggested that our county activity will take place in Christian County if needed.
2. **Weather Spotter Class Update/Approval:** Holmes stated that this recent class was very well attended.
3. **Regional Meeting Update/Approval:**
  - A) **StarCom Radio System:** Holmes reported that this recent meeting had some activity relating to the viability of the Starcom radio system since the State of Illinois is no longer authorizing their use. Gasparich and Holmes requested that Montgomery County maintain use of this system for Montgomery County since they consider Starcom an important emergency radio source that relies on tower connectivity which should be operational when traditional communication systems fail in emergency events. **Motion by Deabenderfer, second by Graden to go on record to support keeping the Starcom system at a cost of \$120 a year. All in favor, motion carried.**
  - B) **Generator availability:** Holmes also was informed where emergency generators are located throughout our region should Montgomery County need them for an emergency event here.
4. **Panic Alarm Testing Update/Approval:** Holmes stated that this was accomplished successfully.
5. **Mitigation Planning April 21<sup>st</sup> Update/Approval:** Holmes stated that the next meeting will be held at the Montgomery County Health Department on April 21<sup>st</sup>, with the meal at 6:30 PM and meeting at 7:00 PM. Members discussed the timeframe for the County Board to approve the updated revised Mitigation plan, and members agreed to have the revised final plan introduced to the board at the May, 2016 meeting with the intent of passing it at the June, 2016 meeting. Chairman Hertel stated that confirmation needs to be made to include generators for the main county buildings, primarily for the Jail and Historic Courthouse in the revised plan, and Holmes stated she will do so. Discussion was held regarding charging \$5.00 for the meal for the final Mitigation Planning meeting, and Holmes suggested since this is the last event for 2016 to not charge attendees \$5.00 for the meal. **Motion by Gasparich, second by Bergen to ask attendees for a donation for the Hazard Mitigation meeting meal due to county budget constraints. Deabenderfer asked about maintaining county funding for this meal because it has already been budgeted this year. Voting in favor were Savage, Bergen, Gasparich, Hopper. Voting against was Deabenderfer. All in favor, motion carried.**
6. **County Truck Update/Approval:** Savage reviewed the recent maintenance report from Wright Automotive of Hillsboro for the county EMA Truck which is 10 years old and has 31,000 miles on it.
7. **Tier Reports Update/Approval:** Holmes stated she re-organized these reports which must be kept permanently.
8. **AHCCA Meeting May 12<sup>th</sup> (mandatory) and Conference Call April 11th- Update/Approval:** Holmes stated she will be attending this meeting which will pertain to several topics of interest to emergency management including changes to administrative rules requiring more emergency exercises and commitments.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
3/7/16	29	17	14	3	5	68
3/14/16	31	29	9	4	0	73
3/21/16	40	33	13	1	0	87
3/28/16	34	30	7	8	0	79
	<b>134</b>	<b>109</b>	<b>43</b>	<b>16</b>	<b>5</b>	<b>307</b>

**Processed Reports**

Pay the Bills: **Motion by Gasparich, second by Hopper to approve the EMA/Ambulance bills. All in favor, motion carried.**

Adjourn: **Motion by Hopper, second by Bergen to adjourn the meeting. All in favor, motion carried.**

Minutes respectfully submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.

# Montgomery County Board

## Finance and Personnel Committee Minutes

**Date:** Thursday, April 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. Bill Bergen, Jay Martin and Evan Young

**Others Present:** Shannon Hall, Hugh Satterlee, Paul Osborn, Rick Gratza, Ron Jenkins, Ray Durston, Holly Lemons, Chris Matoush, Sandy Leitheiser and Mr. Patel

The committee met today to discuss the following:

- 1. County FY 2015 Audit Report and Presentation Update/Approval:** Paul Osborn and Rick Gratza of Kerber, Eck and Braeckel gave a presentation to the committee regarding a draft of the FY 2015 audit findings. They shared and explained an overview that included the county financial statements which included the general fund, non-major funds and agency funds. The presentation also provided information regarding internal control over financial reporting and recommendations such as using a cash basis versus accrual basis of accounting, document review processes, positive pay banking and a centralized purchase order processing system which can be utilized from our accounting software. The purchase order system would also allow you to know if there was money in the line item before you purchase anything. There was nothing in the report noting any noncompliance with laws, regulations, grants and contracts material to the financial statements. Other required communications discussed was compliance with GASB 68 implementation, the employees insurance fund and revolving loan fund do not meet criteria to be reported as a special revenue fund, the MFT fund and Federal Aid Matching fund no longer meet the definition of “major” fund therefore reclassified to non-major funds and six funds including certain Sheriff’s funds, do not meet criteria to be reported as agency funds. The committee also reviewed the condensed statement of new position of the assets, liabilities, revenue and expenses. Paul Osborn and Rick Gratza will give this presentation to the full board on Tuesday and the board will have one month to review the information so that action to approve the FY 2015 audit can be taken at the May board meeting.
- 2. Employee Health Insurance Update/Approval:** Shannon Hall stated that she checked with Blue Cross Blue Shield and they will not do a six month renewal but they will do a renewal for 12/1/16 if we let them know by 9/1/16. The Section 125 will start on January 1<sup>st</sup>. Shannon Hall stated that open enrollment is mid-year and the numbers would change a little. The County would have to renew with the current numbers and then do another renewal later this year so we can get on a fiscal year start of 12/1/16. Shannon Hall stated that Guardian will keep our rates the same until 12/1/16 and then we will have to get a renewal with different benefits after 12/1/16. The Blue Cross Blue Shield renewal is 12.82% higher so we are looking at a higher deductible or it will cost more in premiums to the employee and to the County. Shannon Hall stated that she also asked for quotes from Health Alliance and United Health Care and the base numbers from Health Alliance without employee applications and will go up. United Health Care will rate you based on individual applications which will get us a truer number. The committee discussed having to make decisions on the different options of a higher deductible of \$2,600 or going to a higher premium. The committee also discussed making the dental and vision insurance a voluntary benefit. **Motion by Heather Hampton+Knodle and second by Connie Beck that Effective December 1<sup>st</sup>, 2016 dental and vision coverage will be offered to the employees at their cost with no contribution by the County. No vote by Mary Bathurst. All others in favor, motion carried.** Bathurst suggests that Shannon get the numbers together for the next Finance Committee Meeting in May and have the Personnel Committee members attend as well so they can make a recommendation on what insurance coverage to go with for the May full board meeting.

3. **U of I Extension Annual Agreement Update/Approval:** Committee reviewed the agreement submitted by Amanda Cole for the U of I levy for FY 2017 in the amount of \$154,910. **Motion by Hampton+Knodle and second by Mary Bathurst to recommend the approval of the U of I agreement to levy \$154,910. All in favor, motion carried.**
4. **SOA Report Update/Approval:** Ray Durston stated that they are about ready to wrap up the 2015 assessment books and that the Board of Review will be in next Friday to complete their process. Durston also reported that Miles Harris has started on the property inspections for the Grisham, Walshville and East Form assessments. Chairman Hertel will appoint Eric Helgen and Kris Reynolds to fill vacancies for the Farmland Committee. Durston reported that Gene Stuard of the Forrestal Group will be here next month to discuss the power plant assessment.
5. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** The committee reviewed and discussed the coal revenue and expense reports. Treasurer Jenkins stated that we just received \$8,000 coal royalty check for last month.
6. **FY 2017 Budget Hearings: July 18<sup>th</sup>, 19<sup>th</sup>, and 21<sup>st</sup> from 8:00 to Noon Update/Approval:** Beeler stated that budget hearing for FY 2017 are set for July 18<sup>th</sup>, 19<sup>th</sup> and 21<sup>st</sup> and information will be sent out to the departments.
7. **FY 2017 Budget Discussions Update/Approval:** Beeler stated that the committee will review more information from the audit to have further discussions regarding the FY 2017 budget.
8. **Resolution to Amend the FY 2016 Budget Update/Approval:** The committee reviewed the resolution to amend the FY 2016 budget. **Motion by Mary Bathurst and second by Jim Moore to recommend the approval of the Resolution to Amend the FY 2016 Budget. All in favor, motion carried.**
9. **Early Severance Update/Approval:** Beeler stated that she looked at some numbers from what was offered the last time and the next step is to put some numbers together to offer a package. The goal is to not replace employees for those that take an early severance. The committee discussed getting some numbers together and Beeler asked Treasurer Jenkins to prepare information with the criteria of eight years of service at 55 years of age or older. Treasurer Jenkins was also asked to prepare a report for the next committee meeting that will show one week and two weeks for every year of service.
10. **Court Security Fee Update/Approval:** Beeler stated that we were told that we can't increase the court security fees by doing our own cost study and that she checked with a couple of consultants and one would charge \$6,000 just to review the Court Security fee. Beeler asked if Patton and Associates could do the cost study and Attorney Matoush will look into it.
11. **CPI / Cost Study Update/Approval:** Beeler stated that County Clerk Leitheiser prepared numbers for fees for services in the county clerk's office based on the increase in the CPI that increased over the past five years. Plunkett stated that our actual costs have gone up more than the CPI because our salary increases have gone up more than that.
12. **Coroner Salary Update/Approval:** Beeler stated that she is proposing to cut the salary of the Part Time Coroner Position by 10% from \$31,147 to \$28,000 due to the current Coroner being in this position for almost 31 years and that the salary should not have the same value as someone new starting the position. Beeler stated that she looked at the UCCI salary survey for elected officials and at the average of counties that are similar in size to Montgomery County. Beeler stated that we could give the Coroner that same annual increase as the other elected officials of 3.1%. Jim Moore stated that he doesn't think the starting salary should be cut because there are two candidates that are running for the position and that they are aware that the current salary is \$31,147. Chairman Hertel stated that we have cut the starting salaries of union employees and that elected officials are different because the candidates have to spend money to run for their office. **Motion by Hampton+Knodle and second by Evan Young to set the Coroner's starting at \$28,032.30 with a 3.1% annual salary increase starting Dec. 1<sup>st</sup>, 2017 to the end of the current term. Roll Call Vote: Voting Yes is Megan Beeler, Hampton+Knodle and Evan Young. Voting No is Mary**

**Bathurst, Connie Beck, Jim Moore, Mike Plunkett and Bill Bergen. Motion Failed.** The Coroner's Salary will stay the same.

13. **Coal Severance Resolution Update/Approval:** Chairman Hertel stated that this issue will be addressed next month and that we will be looking at a sample Resolution to present for board consideration.
14. **Hotel/Motel Tax Update/Approval:** Countryside Inn Mr. Patel addressed the committee regarding the new Hotel/Motel Tax ordinance and if he can pay the tax to the county quarterly like payments to the State. **Motion by Heather Hampton+Knodle and second by Connie Beck to amend the Hotel Motel Tax ordinance to be consistent with the State filing frequency requirements. All in favor, motion carried.** Heather Hampton+Knodle stated that ongoing discussions will happen with Mr. Patel and owners of the Grand Magnusson Hotel on how to help promote their businesses.
15. **Flyover Update/Approval:** Per Ray Durston, Pictometry will be here at the May Meeting.
16. **Forrestal Group – Gene Stuard, Power Plant Assessment Update/Approval:** Gene Stuard will attend the May committee meeting.
17. **Other Business Update/Approval:** Chairman Hertel stated that one of the options to address is to ask municipalities to add \$1.00 to their water bill to help save Recycling and cover the costs. The county has to come up with some way to come up with a way to pay for recycling. There will be one more meeting with a business that gave a proposal to take over the recycling program.

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

Motion by Hampton+Knodle and second by Mike Plunkett to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 11:20 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, April 5th, 2016

**Time:** 8:30 AM – County Board Room

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

**Members Absent:** Joe Gasparich

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

The committee met today to discuss the following:

- Election Update/Approval:** Sandy Leitheiser shared a report showing the voter turnout statistics of 48.41% for the General Primary Election that was held on March 15<sup>th</sup>, 2016. She stated that the lottery was held at the canvass and the Democrats will be first on the ballot in the November 8<sup>th</sup>, 2016 General Election. Discussion was held regarding the number of precincts in the county and the new same-day voter registration law in Illinois.
- EPA Report Update/Approval:** Bill Gonet shared the open dump and landfill inspection reports.
- Recycling Program and Events Update/Approval:** Ben Bishop reported that the Electronics Recycling Drive is scheduled for this Saturday, April 9<sup>th</sup>, 2016 from 9:00 to 2:00 at the Hillsboro Facility. Bishop reported that there have been some issues with electronics being dropped off at the drop off centers. Chairman Hertel stated that he had a meeting with the mayors and brought up the idea of adding \$1.00 to the monthly water bills to generate revenue for recycling and that he has called the landfill regarding the host fee/tipping fee. **Motion by Chuck Graden and second by Richard Wendel to approve pursuing the municipalities to ask them to add \$1.00 per month to their water bills for the purpose of funding recycling. All in favor, motion carried.** Bishop reported that he was contacted by Bond county board to see if we could come once a week to pick up their recycling in Greenville. Mike Webb stated that we need to look at the cost to pick up the recycling in Bond County. After some discussion and figuring, the committee told Bishop to contact Bond County and advise them that we can pick up and process their recycling for \$1,000 per month and that we would keep the keep the revenue on the material. Bishop stated that he will contact Wes at Bond County.
- Animal Control Facility Program Update/Approval:**
  - Proposed Animal Control Ordinance: Amanda Daniels stated that she has a meeting this afternoon with States Attorney Betsy Wilson to go over the animal control ordinance.
  - Garage door on Incinerator blew down after the strong winds this past weekend. The maintenance staff put the old door back up with some lumber until a new door can be purchased and installed.
  - Rabies and Microchip clinic is scheduled on Saturday, April 23<sup>rd</sup>. Starting at 1:30 at the Hillsboro facility. The committee also discussed scheduling a rabies clinic in the Panhandle area of the County.
- Other Business Update/Approval:** None at this time.

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

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

Meeting adjourned 10:15 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 30<sup>th</sup>, 2016

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

**Members Present:** Chairman Mary Bathurst, Vice Chairman, Jay Martin, Bill Bergen, Jim Moore, Mike Plunkett, Evan Young and Board Chairman Roy Hertel

**Members Absent:**

**Others Present:** Shannon Hall, Megan Beeler and Ray Durston

The committee met to discuss the following:

1. **Employee Health Insurance:** Shannon Hall of Scheller Insurance presented information regarding the renewal quote from Blue Cross Blue Shield which came in at 12.82% increase. Shannon Hall stated that there are a couple of other options that can be explored to help keep cost down and doesn't recommend going with another insurance company at this time. The committee discussed a couple of different options of keeping the same insurance coverage and paying a higher premium or getting the same plan with a higher deductible so the premium would be similar to the premiums now. The employees could then have an option to choose which premium to pay. The committee also discussed having the dental and vision coverage as a voluntary option for employees. Chairman Hertel stated that the committee should review at least two additional quotes for health care insurance and Shannon Hall was asked to request and present this information. The committee also asked Shannon Hall to see if we can get costs for a six month or an eighteen month plan so that we can get the insurance start year on our fiscal year starting December 1<sup>st</sup>. Shannon Hall stated that she will also prepare a document for employee questions.
2. **Early Severance Update/Approval:** Committee discussed the options of the county offering an early severance program to the employees that are 55 years of age and have at least eight years of service. Different package options were discussed and the committee thought it would be a good idea to discuss the options in a joint meeting with the Finance Committee.
3. **Zobrio Human Resource Module Update/Approval:** Bathurst stated that she has been communicating with Liz Holcomb in the Treasurer's Office to schedule training with Zobrio for the Human Resource Module.
4. **Personnel Manual Update/Approval:** Bathurst stated that the committee will work on language to put in the Personnel manual regarding on-line training and that the Sheriff's Department has been working on the procedure manual for their department.
5. **Wellness Committee Update/Approval:** Bathurst stated that the committee voted last month to drop the county subsidy starting on December 1<sup>st</sup>, 2016 and the full board will take action at the April board meeting.
6. **Local 773 Pension Reimbursement Update/Approval:** Bathurst reported that we received the refund check from the Laborer's Local Pension Fund and the payroll department will be given information to reimburse the employees that participate in that pension fund.
7. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** Not needed at this time.
8. **Other Business Update/Approval:** None at this time.

Motion to adjourn by Mike Plunkett and second by Bill Bergan. All in favor, motion carried.

Meeting adjourned at 10:30 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, April 6<sup>th</sup>, 2016

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

**Members Present:** Gene Miles, Earlene Robinson, Glenn Savage, Bob Sneed, Mike Webb, Evan Young

**Members Absent:** County Board Chairman Roy Hertel

**Other Present:** County Engineer Kevin Smith, Bev Seamon and States Attorney Chris Matoush, Farmersville Mayor Joe Tischkau, Justin Millburg, and Jerry Stieren

The Committee met today to discuss the following:

1. **Update/Approval 2016 Oil Letting Update/Approval:** The committee opened and reviewed bids submitted for the oil letting for the road districts and the County. Bids were received from Litchfield Bituminous Corporation, Louis Marsch Inc. and JTC. **Motion by Bob Sneed and second by Mike Webb to approve the low bids on the Oil Letting. All in favor, motion carried.**
2. **CH-17, West of Farmersville Update/Approval:** Farmersville Mayor Joe Tischkau, Justin Millburg and Jerry Stieren came to address the committee regarding the work they performed on the county right of way on CH17 west of Farmersville. Jerry Stieren stated that they installed the tile work and raised the ditch 24 inches because of safety issues when they mowed the area. Committee discussed entering into an Intergovernmental Agreement that would limit the county concerns regarding liability. States Attorney Matoush will draft an Intergovernmental Agreement for the Committee and Farmersville to review and approve. The committee also discussed having any involvement with expansion work that they are planning for this area and stipulating that any future work will need engineering approval for work that has been and will be done.
3. **Amended Resolution #2016-02 amending Resolution 2015-07, 1124 B-CA, Seven Sisters, Fillmore Road District Update/Approval:** This amended resolution was for a pile repair for the Fillmore Road District that had a cost increase of \$3,983.12. **Motion by Evan Young and second by Mike Webb to recommend the approval of Resolution #2016-02 to amend resolution 2015-07 to appropriate funds for 1124 B-CA on Seven Sisters in the Fillmore Road District in the amount of \$3,983.12. All in favor, motion carried.**
4. **Resolution #2016-03 to appropriate funds for 1131 B-CA, Bodner Avenue, 100% County Project Update/Approval:** This is for a culvert replacement on Bodner Avenue at a 100% cost of \$22,000. **Motion by Earlene Robinson and second by Evan Young to recommend the approval of resolution #2016-03 to appropriate funds for 1131 B-CA, Bodner Avenue a 100% county project in the amount of \$22,000. All in favor, motion carried.**
5. **Resolution #2016-04 to appropriate funds for 1132 B-CA, St. Johns Avenue, South Litchfield Road District, 50% Road District – 50% County Update/Approval:** Appropriate funds for this 50% project. **Motion by Glenn Savage and second by Mike Webb to recommend the approval of resolution #2016-04 to appropriate funds for 1132 B-CA, St. Johns Avenue in South Litchfield Road District, with the county portion in the amount of \$4,500. All in favor, motion carried.**
6. **Resolution #2016-05 to appropriate funds for 1133 B-CA, Sewing Trail, Walshville Road District, 50% Road District – 50% County Update/Approval:** This project is a 50% split with Walshville Road District. **Motion by Earlene Robinson and second by Evan Young to recommend the approval of resolution #2016-05 to appropriate funds for 1133 B-CA on Sewing Trail in Walshville Road District that is a 50% split with the county portion in the amount of \$4,500. All in favor, motion carried.**
7. **2016 Culvert Letting Update/Approval:** Engineer Smith reported that there will be a culvert letting next month at the regular Road and Bridge Committee meeting.
8. **Underground Storage Tanks Update/Approval:** Engineer Smith stated that the company sent someone out to do the soil borings and there was no noticeable odor. The samples were sent out for testing and once results are submitted in a couple of weeks, the underground tanks will be taken out. Engineer Smith stated that the computerized billing method is working very well.
9. **Other Business Update/Approval:** Gene Miles reported that he went down and looked at the construction progress on the Simpson Bridge and it looks like they are ahead of schedule. Young asked if the final paperwork was submitted to IDOT and Smith replied that Dustin sent it in a couple of weeks ago. Young asked if Engineer Smith if he applied for the Tiger Grant and Engineer Smith responded that he spoke with Chairman Hertel about it yesterday.

Motion by Earlene Robinson and second by Glenn Savage 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 10:0 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.