

Montgomery County Board

Buildings & Grounds Meeting Minutes

Date: Friday, September 9th, 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:

Others Present: Mark Brown, Jim Bailey of Republic and Brian Demming of DC Waste & Recycling

The committee met today to discuss the following:

1. **Bids for Trash Removal Update/Approval:** The committee opened and reviewed three bids for the county building trash hauling. **Motion by Nikki Bishop and second by Gene Miles to accept the low bid from DC Waste and Recycling for the trash hauling for the county buildings. All in favor, motion carried.**
2. **Maintenance Issues and Report Update/Approval:** Mark Brown reported that the small air conditioning unit at the Jail has been freezing up and it has been an intermittent problem. The large chiller in the jail is getting old and will need to be replaced. Mark Brown also stated that the maintenance truck will need two new tires put on the front so the committee advised him to get a few prices and get them replaced.
3. **Johnson Controls Invoice Update/Approval:** Bob Sneed reported that Johnson Controls submitted a breakdown on the costs for the invoice they sent for \$13,000 for work that they said they would do the coil work on warranty. Johnson Controls sent a letter stating that the company that supplied the coils is charging for them and Johnson Controls is asking for help in paying for the work to replace the coils. **Motion by Chuck Graden and second by Richard Wendel not to pay Johnson Controls the additional \$13,000 invoice for the coil work at the New Courthouse. All in favor, motion carried.** Daniels will draft a regret letter to Johnson Controls stating the committee's decision.
4. **Schindler Elevator Maintenance Contract:** Bob Sneed reported that he was told the Schindler Elevator maintenance technician has not been seen and that we need to review the maintenance contract.
5. **Utility Vouchers Update/Approval:** Leitheiser shared a pre-paid utility vendor list for the committee to review and stated that her office is requesting to take over processing the pre-paid utility vouchers because there is no long part time help in the county board office. Leitheiser stated that once her staff processes the vouchers, she can sign off on them in order to assist Coordinator Daniels since the part time position was eliminated.
6. **Other Business Update/Approval:** None at this time.

Motion by Nikki Bishop and second by Gene Miles to pay the bills. Motion carried.

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

Meeting adjourned at 10:00 am

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

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, August 30th, 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: Hugh Satterlee and Sandy Leitheiser

The committee met today to discuss the following:

Coordinating Committee: Roy Hertel, Board Chairman:

1. Community Health Assessments Update/Approval: Hugh Satterlee asked committee members to complete a community health assessment to help them with ideas for services.
2. Public Safety Sales Tax Update/Approval: Joe Gasparich is gathering addition information and will report at a future meeting.
3. Coal Mine Update/Approval: Nothing new at this time.
4. Overweight Trucks Update/Approval: The road and bridge committee will discuss.
5. Treasurer's Automation Fund Update/Approval: The committee discussed the request from Treasurer Jenkins regarding his automation fund and States Attorney Chris Matoush is also reviewing.
6. Other Business Update/Approval: None at this time.

Building & Grounds Committee: Bob Sneed, Chairman

1. Maintenance Issues and Report Update/Approval: Mark Brown will report.
2. Bid out Trash Hauling for County Buildings Update/Approval: The committee will open bids.
3. Other Business Update/Approval: None at this time.

Economic Development Committee: Heather Hampton+Knodle, Chairman

1. MCEDC Update/Approval: The committee will discuss.
2. Incentives Update/Approval:
 - Revolving Loan Fund: City of Panama here to request a loan for a roof to their building.
 - RLF - the committee will review
 - Enterprise Zone –
3. Planning Update/Approval: The committee will discuss
 - Planning Commission –
4. Infrastructure Update/Approval:
 - Incumbent Provider Updates
 - Fiber RFP – MCEDC will report.
 - Eagle Zinc – second phase clean up to begin this fall.
5. Tourism Update/Approval
 - Tourism South – Sara Waggoner attended the IllinoisSouth Tourism board meeting.
6. Workforce Update/Approval:
 - West Central Development – Holding and invoice for \$5,969.60
 - CEO Program – Classes have begun.
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. 911 Legislation Update/Approval: Committee will discuss.
3. Ambulance Billing Office Update/Approval: The committee will review the report.
4. Other Business Update/Approval: None at this time

Finance Committee: Megan Beeler, Chairman

1. Forrester Group – Gene Stuard, Power Plant Assessment Proposal Update/Approval: Meeting will be held with the taxing bodies on Wednesday September 14th, 2016 at 7:00 pm.
2. Early Severance Update/Approval: The committee will receive a report from Treasurer Jenkins.
3. Employee Health Insurance Update/Approval: The committee will review and discuss cost and employee share of premiums.
4. SOA Report Update/Approval: Committee will review and discuss.
5. Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval: The committee will review the report from Treasurer Jenkins
6. FY 2017 Budget Discussions Update/Approval: The committee will review the updated reports.
7. County Clerk & Recorder Cost Study Update/Approval: The committee will review the final resolution.
8. Executive Session Discuss Personnel Update/Approval: Motion to enter into executive session by Hampton+Knodle and second by Beeler. Time 9:05 Motion by Gene Miles and second by Hampton+Knodle to come out of executive session. Time 9:20 am. The committee discussed and approved that Curt Watkins offer up to \$35,000 for the starting salary for the IT Assistant.
9. Resolution to Void Taxes on the Communication Tower Parcel # 16-03-200-007 Update/Approval: The committee will review and approve the resolution to void the taxes on the communication tower.
10. 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.
4. Animal Control Facility Program Update/Approval: Daniels will report.
 - Ordinance
5. Other Business Update/Approval: None at this time.

Personnel Committee: Mary Bathurst, Chairman

1. Employee Health Insurance Update/Approval:
2. Zobrio Human Resource Module Training & Implementation Update/Approval: Training will be scheduled with Liz Holcomb.
3. On Line Training (IPMG) Webinar and Procedural Manual for Sheriff's Department Update/Approval:
4. ICRMT Sample Ordinances for Review Update/Approval: Bathurst stated that she will review the ICRMT sample document and report next month.
5. Executive Session to Discuss Personnel and Litigation Issues Update/Approval: None needed.
6. Invoices and Administration for BCBS, Dearborn, TASC and Guardian Update/Approval: Bathurst will check with the Treasurer's Department to see if they will process the insurance payments.
7. Other Business Update/Approval: None at this time.

Road & Bridge Committee: Gene Miles, Chairman

1. Mowing Update/Approval: The committee will discuss.
2. Dakota Access Pipeline Project Update/Approval: Engineer Greenwood will report.
3. Additional Soil Borings for UST Removal to Comply with OSFM Update/Approval: Meet and Greet with all the Township Road Commissioners Update/Approval: Greenwood will report.
4. Rocky Hollo Bridge in Butler Township Update/Approval: Greenwood will report.
5. Request for Proposal from local Engineers to Inspect County Bridges until County Engineer receives Training Update/Approval: Committee will discuss.
6. 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 10:35 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, September 1st, 2016

Time: 8:30 am – County Board Room

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

Members Absent: Nikki Bishop

Others Present:

The Committee met today to discuss the following:

Economic Development Committee: Heather Hampton+Knodle, Chairman

1. **MCEDC Update/Approval:** Hampton+Knodle and Tim Hopper reported that Will Shalter resigned the MCEDC Director position and his last day was August 12th, 2016. Shalter went to work for the Pana School District. Hopper reported that the MCEDC has two qualified individuals that is interested in the position and an advertisement went in the newspaper.
2. **Incentives Update/Approval:**
3. **Revolving Loan Fund Update/Approval:** Hampton+Knodle stated that the Village of Panama had requested some assistance with funding for a roof to their building but they don't have the matching contribution. Hampton+Knodle also reported that the RLF Policy and Procedure Manual has been revised and the grey shaded areas reflect the changes. This document has been reviewed and approved by the RLF Board. **Motion by Beeler and second by Marten to accept and recommend the Revised Revolving Loan Fund Policy and Procedure Manual including the community eligibility criteria to the full board. All in favor, motion carried.** Hampton+Knodle stated that Nick Kunz of Litchfield needs to be appointed to the RLF Board to replace Mike Fleming. **Motion by Ron Deabenderfer and second by Megan Beeler to appoint Nick Kunz to the RLB Board on the on the recommendation of the RLB Board. All in favor, motion carried.**
 - Revolving Loan Fund Report: No report this month.
 - Enterprise Zone: Committee discussed a couple of recent EZ projects and the Administrative Fee. Daniels will follow up on the status of the EZ application.
4. **Planning Update/Approval:**
 - Planning Commission – No new information to report at this time. Meeting in October
5. **Infrastructure Update/Approval:**
 - Incumbent Provider Updates – Hampton+Knodle stated that she and Tim Hopper met yesterday with representatives of a company that is doing a large project in Cairo, IL. This company is working on inland ports in Cairo and their objective is to building the largest port in the USA for shipping. Their internet service is based on Long Term Evolution and Hampton+Knodle stated that she wants to have these guys set something up in Montgomery County. They would set up a radio, cell tower and connect it to the fiber line to connect the internet. This is not direct line outside it is by microwave. Each home would have a router that feeds it and send it to your devise or you can carry it with you, like a hotspot for your home. This is not WiFi and there are a lot of options that you can have. Hampton+Knodle stated that she wants to have a meeting and invite mayors from the top six communities and some large county businesses on October 5th, 2016 at Aumann Auctions.
 - Fiber RFP – The MCEDC is work on this.
 - Eagle Zinc – Chairman Hertel stated that he made a call to see who the new contractor for the cleanup will be and there is no new information. They are still deciding on where the rubble pile will be located.

6. Tourism Update/Approval

- Tourism – Hampton+Knodle stated we could go to social media or survey monkey to get input or ideas for a branding name for the county. Ron Deabenderfer stated that it might be better for a small group to meet and come up with a branding name. The committee discussed and made a list of communities people to serve on a committee to come up with a branding name.

7. Workforce Update/Approval:

- West Central Development – Invoice for \$5,969.60 – Received Past Due Notice. Hampton+Knodle stated that we need to find a replacement for Joann Keile to the West Central Development board and that she will write a letter to West Central Development.
- CEO Program – Hampton+Knodle stated that the annual meeting was held on August 15th and there were good remarks from Jim Schultz and Lucas Segrest. New class is up and running and the Facilitator is letting this class come up with new things to do. The CEO board is meeting September 15th, 2016.

- 8. Witt Downtown Buildings Update/Approval:** Committee discussed loaning RLF money to the City of Witt to help them demolish some derelict buildings. **Motion by Tim Hopper and second by Ron Deabenderfer to extend 50,000 of RLF money to the City of Witt for the demo of derelict buildings and debris removing to be paid back in five years. Abstain by Jay Marten. All others in favor, motion carried.**

- 9. Other Business Update/Approval:** None at this time.

Motion by Megan Beeler and second by Tim Hopper to table the invoice from West Central Development. All in favor, motion carried.

Motion by Ron Deabenderfer and second by Tim Hopper to adjourn the meeting. All in favor, motion carried. Meeting was adjourned at 10:20 am. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

Montgomery County Board
EMA Committee Meeting Agenda

Meeting Date: 8/29/16 Time: 16:00
EMA Office, 120 N Main St, Hillsboro, IL

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

Others Present: Under Sheriff Rick Robbins and County Board Chairman Roy Hertel

A. EMA Old Business:

1. **EMA Job Description Update/Approval:** Committee reviewed a copy of the current job description and Robbins asked if the committee wants Greg Nimmo to update it.
2. **EMA truck radio Update/Approval:** Robbins reported that the truck radio was installed and an invoice was submitted today.
3. **Shirts, rain gear and coats received through Galls:** Robbins reported the items were delivered and they are waiting for an invoice. Coordinator Daniels will voucher this expense through the safety grant.

B. EMA New Business:

1. **FY 17 & 18 Emergency Management Performance Grant (EMPG) Update/Approval:** Robbins reported that the grant was submitted as required by IEMA.
2. **Greg Nimmo & Rick Robbins have completed FEMA 230d Fundamentals of Emergency Management:** Robbins reported that both he and Nimmo have completed the FEMA course for the 230d Fundamentals of Emergency Management.
3. **Greg Nimmo & Rick Robbins attended the IEMA Principles of Emergency Management Class in Fairview Heights Update/Approval:** Robbins reported that both he and Nimmo have completed the FEMA course for the 230d Fundamentals of Emergency Management.
4. **IEMA Conference in Springfield Sept 6-8. Greg will be attending Update/Approval:** Robbins stated that Greg Nimmo will be attending the IEMA Conference.
5. **Office/EOC Organization Update/Approval:** Robbins reported that Nimmo has been actively working on this.
6. **2016 NIMSCAT (Compliance Assistance Support Tool) Update/Approval:** Robbins reported that the report has been completed and submitted.
7. **8/10/16 Attended the MABAS Meeting in Gillespie Update/Approval:** Robbins reported that the Expedient Shelter hauled and set up.
8. **Incident Management Team Training**
 - a. **In house training (EMA Committee/Chair/Vice Chair/IMT) Update/Approval:** Robbins reported that they will be coordinating a training in the EOC to get everyone on the same page so that we can then begin to train other public safety agencies within our county on site. Hugh Satterlee is in agreement.
 - b. **Expand to local communities/public safety agencies at on site location**
9. **Local Emergency Planning Committee (LEPC) Update/Approval:** Joe Gasparich has asked for this item to be requested. Nimmo will be working to get this group to meet again.
10. **Hazmat Team Deployment: Assumption 8/26/16 (Fuel Tank Spill)**
11. Motion by Graden and second by Bergen to pay the bills. All in favor, motion carried.
12. Motion to adjourn by Hopper and second by Deabenderfer. All in favor, motion carried.

Time: 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, September 8th, 2016

Time: 8:30 AM – County Board Room

Members Present: Chairman Megan Beeler, Mary Bathurst, Connie Beck, and Mike Plunkett

Members Absent: Jim Moore, Heather Hampton+Knodle and Roy Hertel

Others Present: Sandy Leitheiser, Ray Durston, Evan Young

The committee met today to discuss the following:

1. **Forrestal Group – Gene Stuard, Power Plant Assessment Proposal Update/Approval:** Beeler reported that she sent letters to all the taxing bodies involved with the power plant assessment inviting them to a meeting on Wednesday, September 14th, 2016 at 7:00 pm in the county board room. Beeler stated that the letters were straight forward and informed them what their portion of the consultant fee would be if we have to hire the Forrestal Group to negotiate with Dynegy. Beeler stated that Gene Stuard of the Forrestal Group will also be attending the meeting next week.
2. **Early Severance Update/Approval:** The committee reviewed the report prepared by Treasurer Jenkins that shows the severance costs and savings for the 17 employees that took the package as of August 31st, 2016. The total potential general fund savings for the FY 2017 budget will be about \$135,000.
3. **Employee Health Insurance Update/Approval:** Bathurst stated that when Personnel Committee met, they made a decision regarding the employee participation rate after December 1st, 2016. The committee's recommendation will be to go with a percentage to share on the premium. The employee share for an individual plan will be 15% and the employee plus children, employee plus spouse and the family participation will be 50%. Bathurst also reported that the committee agreed to have Shannon Hall and Vault give us different options and costs for insurance in October. Both insurance companies will require the employees to complete a health history questionnaire for Blue Cross Blue Shield and Vault. A memo went out to the employees to on on-line to complete a health history questionnaire for Vault and it requested employee social security numbers which raised a red flag with some employees. Bathurst stated that an email went out to department heads to stop having the employees stop the on-line forms. Beeler stated that until the budget is balanced, we need to keep looking for ways to cut the budget. Mary Bathurst suggests waiting for another year and stick with BCBS and then go through all the process next year so as not to disrupt this process. The committee decided to bring this issue before the full board.
4. **SOA Report Update/Approval:** The committee reviewed Ray Durston's reports for the consent agenda. The activity for Beacon usage was way up for the month of August.
5. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** The committee reviewed the monthly coal revenue and expense reports.
6. **FY 2017 Budget Discussions Update/Approval:** The committee reviewed the revised the revenue and expense reports for the FY 2017 budget. **Motion by Plunkett and second by Beck to recommend the FY 2017 Budget as revised with the changes made today. All in favor, motion carried.**
7. **Estimated Tax Levy Update/Approval:** The committee discussed approving the estimated tax levy at the September board meeting. The Treasurer's Office was called to get the report and since Treasurer Jenkins was absent, Daniels will get the report with the amounts tomorrow. The estimated extension is \$5,523,126 which is a 4.9998% increase. **Motion by Beeler and second by Plunkett approve the estimated tax levy in the amount of \$5,523,126 which is a 4.9998% increase. All in favor, motion carried.**
8. **Truth and Taxation Update:** Beeler stated that we are under the 5% so we will not need to hold a truth and taxation hearing.
9. **County Clerk & Recorder Cost Study Update/Approval:** Leitheiser reported that the resolution for the County Clerk and Recorder fees has been reviewed by States Attorney Matoush and is now ready for a full board vote.

10. **Resolution to Void Taxes on the Communication Tower Parcel # 16-03-200-007 Update/Approval:** The committee reviewed the resolution to void taxes on the communication tower. **Motion by Plunkett and second by Beck to recommend the approval of the resolution to void taxes on the communication tower, parcel #16-03-200-007. All in favor, motion carried.**
11. **Resolution to Convey Deed to Parcel #18-26-129-002 in the Village of Fillmore to Gustave Anderson Update/Approval:** Motion by Beck and second by Bathurst to recommend the approval of the resolution to convey the deed to parcel #18-26-129-002 in the Village of Fillmore to Gustave Anderson. All in favor, motion carried.
12. **Resolution to Convey Deed to Parcel #21-19-351-002 in East Fork Township to Ronald Wright Living Trust Update/Approval:** Motion by Bathurst and second by Bbeck to recommend the approval of resolution to convey deed to parcel #21-19-351-002 in East Fork Township to Ronald Wright Living Trust. All in favor, motion carried.
13. **Pay Butler Coin Laundry out of County Board Imprest Fund Update/Approval:** The committee discussed having the Sheriff's Department pay the Butler Coin Laundry invoices when the custodian staff cleans the mop heads and towels there
14. **Public Safety Sales Tax Update/Approval:** Beeler stated that Joe Gasparich is researching this issue and will report back to the committee.
15. **Executive Session Discuss Personnel Update/Approval:** Not needed.
16. **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 Beck and second by Bathurst to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 11:25 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, September 6th, 2016

Time: 4:00 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, Amanda Daniels, Ben Bishop and Bill Gonet

The committee met today to discuss the following:

1. **Election Update/Approval:** Leitheiser stated that they are proceeding with elections and that early voting starts September 29th, 2016. Leitheiser also stated that she is waiting to print ballots until the issue with David Gill running in the 13 Congressional District is resolved.
2. **EPA Report Update/Approval:** Gonet reported that we received the grant money for last year in the amount of \$39,788.11 and that the paperwork for this year has been signed. The committee also discussed the a law suit pending with a property in the Village of Ohlman.
3. **Recycling Program and Events Update/Approval:** Report given by Ben Bishop
 - Cardboard – The committee reviewed a letter from DC Waste regarding the cardboard pickups and Bishop reported that the cardboard dumpsters at the Litchfield recycling center are hone.
 - Trash at the Nokomis Recycling Center – Bishop reported that he heard that the City Nokomis is not interested in paying for the trash removal at the recycling facility. Bishop will check the source from their last council meeting and if they don't want to pay for trash removal, then Bishop will take the two trash cans out of the recycling building.
 - Tommy Lift on the smaller White Truck. Bishop reported that the tommy lift on the white truck needs to be replaced and he showed the committee a couple of quotes.
 - Floor Drain problem – Bishop received two bids for some drainage work. **Motion by Gasparich and second by Webb that Connie has the authority to approve a trench drain for an amount not to exceed \$1400. All in favor, motion carried.**
4. **Animal Control Facility Program Update/Approval:**
 - Ordinance – The committee reviewed and discussed the revised animal control ordinance and decided to take out the mission statement and job descriptions and to put them on the county web site. The committee also replaced the word “facility” with “shelter” and added verbiage to allow pre-paid payments for rabies registrations and spay and neuters for owners claiming their pets. **Motion by Wendel and second by Graden to recommend the revised animal control ordinance to the full board. All in favor, motion carried.**
 - Municipal contracts – Daniels passed out revised municipal contracts for the committee to review for one month.
 - Rabies and Microchip clinic scheduled for Saturday, October 1st, 2016.
 - Open House scheduled for Saturday, October 8th, 2016.
5. **Other Business Update/Approval:** None at this time.

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

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

Meeting adjourned 5:35 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, August 31st, 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

Members Absent: Board Chairman Roy Hertel call in by phone

Others Present: Shannon Hall and Hugh Satterlee

The committee met to discuss the following:

1. **Employee Health Insurance Update/Approval:** The Committee reviewed and discussed a spread sheet showing the county and employees' cost for health insurance and at the County's subsidy for the four insurance group categories. Bathurst stated that the committee needs to decide what to have the employees pay on their health insurance premiums for budgeting purposes. Shannon Hall stated that there is a Child Insurance plan offered by the state which would be about \$181.00 per month for one child and about the same cost as the county plan for two children. Committee discussed setting a percentage for what the county would subsidize for each employee category. **Motion by Evan Young and second by Mike Plunkett to implement a county/employee share on insurance premiums where an individual would pay 15% and other three tiers would pay 50% of the total premium cost effective December 1st, 2016 with the formula to be reviewed every year. All in favor, motion carried.** Committee discussed whether to put the insurance out for bids this year or stay with our current agent and provider but check with other insurance options. Jay Marten thinks that the committee should do their due diligence by checking the costs with other insurance companies and Evan Young agreed. Bathurst suggests staying with our current agent for another year and give Vault another year to get more established. Young stated that he thinks we need to look at other numbers. Plunkett stated that we may have two insurance increases in one year by staying with BCBS because we changed our renewal year to December 1st, and we already had a 13% increase in June. Bathurst stated that Vault only has a year experience with working with county governments. Moore stated that Shannon Hall can bring numbers and options for the other insurance companies.
2. **Zobrio Human Resource Module Training Update/Approval:** Bathurst reported that Liz Holcomb will schedule training once she is down working on the severance packages.
3. **On Line Training (IPMG) Webinar and Procedural Manual for Sheriff's Department Update/Approval:** Bathurst reported that she will follow up with the Sheriff's Department.
4. **ICRMT Sample Employee Manual Policies Update/Approval:** Bathurst reported that she has the sample employee manual from ICRMT and will be comparing it to our manual in the next few weeks.
5. **Early Severance Update/Approval:** Bathurst reported that she does not have current numbers on the employee severance package offer, however today is the last day for an employee to sign up for the package.
6. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** (not needed)
7. **Other Business Update/Approval:** None at this time.

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

Meeting adjourned at 10:45 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, August 3rd, 2016

Time: 8:30 AM – Highway Department

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

Members Absent: Earlene Robinson

Other Present: County Engineer Cody Greenwood

The committee met today to discuss and approve the following:

1. **Rocky Hollow Trail Bridge Material Letting Update/Approval:** Engineer Greenwood opened four bids. County Materials received the bid for the deck beams in the amount of \$95,695.50. P.H. Drew received the low bid for the Steel railing in the amount of \$12,497.40. Yamnatz received the low bid for the traffic berries and markers in the amount of \$9,020. **Motion by Mike Webb and second by Evan Young to recommend the low bids. All in favor, motion carried.**
2. **Resolution #2016-07 to Appropriate Funds for 1136 B-CA, Rocky Hollow Trail Bridge Update/Approval:** Engineer Greenwood stated that this bridge will cost \$309,000 and additional right of way was obtained to make the bridge wider. **Motion by Mike Webb and second by Evan Young to recommend Resolution #2016-07 to Appropriate Funds for 1136 B-CA, Rocky Hollow Trail Bridge,. All in favor, motion carried.**
3. **Resolution #2016-08 to Appropriate Funds for 1135 B-CA Walshville Trail Bridge Rail Repair Update/Approval:** **Motion by Glenn Savage and second by Bob Sneed to recommend the approval of Resolution #2016-08 to Appropriate Funds for 1135 B-CA Walshville Trail Bridge Rail Repair. All in favor, motion carried.**
4. **Engineering Agreement for Bridge Inspections Update/Approval:** Engineer Greenwood reported that the committee needs to review two proposals for bridge inspection work since there have not been any classes offered yet. The committee discussed and approved an engineering agreement with McDonough-Whitlow PC in the amount of \$49,020 to perform the bridge inspections and \$500 for the program manager. **Motion by Sneed and second by Young to approve the engineering agreement with McDonough-Whitlow PC in the amount of \$49,520 for the bridge inspections. All in favor, motion carried.**
5. **Resolution 2016-09 to appropriate funds for bridge inspections Update/Approval:** Engineer Greenwood stated that the committee needs to approve a resolution to appropriate funds for bridge inspections. **Motion by Savage and second by Webb to approve resolution 2016-09 to appropriate \$51,000 in funds for the bridge inspections. All in favor, motion carried.**
6. **R & B Committee Dates Update/Approval:** The committee reviewed and approved the 2017 meeting dates. **Motion by Sneed and second by Webb to approve the meeting dates for 2017. All in favor, motion carried.**
7. **Vacate Old Subdivision in Van Burensburg Update/Approval:** Engineer Greenwood reported that he was contacted by Donald Woolsey to vacate some parcels in Van Burensburg that were plated years ago. Since Van Burensburg never incorporated, he asked if they could be vacated. The parcels total 11.29 acres and he is asking that they be assessed as farm ground. Greenwood checked States Attorney Matoush who informed him that these parcels could be vacated with two thirds majority vote of the county board. **Motion by Webb and second by Young to recommend to the full board that these parcels be vacated and assessed as farm ground. All in favor, motion carried.**
8. **Dakota Access Pipeline Project Update/Approval:** Engineer Greenwood reported that construction phase is done and they will be coming back to do the road repair and ditch work.
9. **Additional Soil Borings for UST Removal to Comply with OSFM Update/Approval:** Greenwood reported that he spoke with the company that did the soil borings and they will do the work for not additional cost and that we are under the timeline with the Fire Marshall's Office. The borings just weren't taken at the right time. There was no contamination before the old tank was removed so we should be OK.
10. **1131 B-CA, Bodner Ave. Update/Approval:** Greenwood reported that the pipe job west of Miller Brothers will be done September 13th and 14th. Bev Seamon will be contacting the media for the road closure.
11. **Other Business Update/Approval** Webb stated that he received a couple of complaints regarding oil deliveries and Greenwood stated that he will follow-up with the Vendor. Greenwood stated that he has been attending every morning meeting with the employees and has input with the scheduling.

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

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