

# Montgomery County Board

## Buildings & Grounds Meeting Minutes

**Date:** Friday, May 6<sup>th</sup>, 2016

**Time:** 8:30 AM – County Board Room

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

**Members Absent:** Joe Gasparich and Gene Miles

**Others Present:** Evan Young, Jim Moore and Lloyd Meyer

The committee met today to discuss the following:

1. **Maintenance Issues and Report Update/Approval:** Lloyd Meyer reported there are two additional bad coils in the HVAC system at the New Courthouse. Two coils were replaced last year and now two different ones are leaking. There are a total of five coils in the unit and the fifth coil is not bad at this time, but the company is going to replace it with the two bad ones and everything is under warranty and will be fixed at no charge. Sneed reported that they are also working on a routine maintenance list for the staff to complete each day.
2. **Annex Building and Historic Courthouse Chimney Project Update/Approval:** Sneed reported that the project started March 15<sup>th</sup>, 2016 and the Annex Building work is complete. Sneed stated that he is very happy with the way the job turned out. Work then started on the chimneys on the Historic Courthouse and they found some major damage inside the south chimney that would require major work. The committee reviewed the estimate from Evans-Mason for the emergency work in the amount of \$64,217 **Motion by Chuck Graden and second by Richard Wendel to recommend the emergency repairs to the south chimney on the Historic Courthouse by Evan Mason for an amount not to exceed \$64,217. All in favor, motion carried.**
3. **IPMG Site Visit Update/Approval:** Sneed reported that he will meet with IPMG to conduct a building site assessment on May 17<sup>th</sup>, at 8:30 am. The last time the assessment was done was four years ago.
4. **Other Business Update/Approval:** Sneed reported that they are working on a maintenance job description and routing maintenance lists.

Motion by Nikki Bishop and second by Chuck Graden to pay the bills. Motion carried.

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

Meeting adjourned at 9:20 am

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

# Montgomery County Board

## Coordinating Committee Meeting Minutes

**Date:** Tuesday, April 26<sup>th</sup>, 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, Earlene Robinson, Glenn Savage, Bob Sneed Joe Gasparich.

**Members Absent:** Gene Miles

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

The committee met today to discuss the following:

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

1. **Ordinance and Intergovernmental Agreement to Approve Transportation Services with CEFS Update/Approval:** Ordinance was passed out last month for board member review.
2. **Public Safety Sales Tax Update/Approval:** Joe Gasparich stated that at some point and time we need to generate revenue and we need to do something fair so he is suggesting a public safety sales tax of one percent. Gasparich stated that the revenue could be divided up and put 1/3 in a local emergency response fund for capital improvements, 1/3 to Sheriff's Department, and 1/3 to fund the Jail. Gasparich stated that if there is a benefit for the local emergency agencies there will be more people supporting this if the board approves to put this on the ballot at the April 2017 election. A committee of seven people could serve on a public safety committee to go over the annual requests from the local emergency agencies. Gasparich stated that he will meet with the Sheriff to explain this proposal.
3. **Coal Mine Update/Approval:** Chairman Hertel stated that he called the manager at the Deer Run coal mine and was told that the mine is sealed up and that it may be a couple of years before it is re-opened.
4. **Law Suit – Montgomery County vs. State of Illinois Update/Approval:** Chairman Hertel stated that the law suit is still pending.
5. **Juror Fees Update/Approval:** No new updates.
6. **SB 2503 Update/Approval:** Assigned to Judicial Sub-Committee or Fees Committee
7. **Hotel/Motel Tax Notification Letters Update/Approval:** Everyone is now registered and the first filing will be in June.
8. **Possible Recycling Funding Update/Approval:** Chairman Hertel stated that he sent out a letter inviting all the mayors to a meeting on May 25<sup>th</sup>, 2016 regarding funding for the recycling program.
9. **Other Business Update/Approval:** The State passed legislation to pay for the grants.

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

1. **Maintenance Issues and Report Update/Approval:** Lloyd Meyer will report.
2. **Annex Building Project Update/Approval:** Sneed stated that the Annex Building tuck pointing project is complete and that they worked on the two chimneys on the east side of the Historic Courthouse. The south chimney was und to be in very bad shape and the brick on the inside is falling off. This chimney is about 60 foot tall, has no lining and is used as the exhaust by the boiler system. Sneed reported that there are vertical cracks in the masonry when they looked at the inside of the chimney from the 3<sup>rd</sup> floor attic and it needs to be fixed as soon as possible. Sneed reported that the whole 60 foot of chimney needs to be taken down and replaced and that roofers and carpenters will need to be used. The committee reviewed some preliminary numbers from the contractor. Sneed stated that a brace has been installed and the area has been roped off so no one can walk near that area. Hampton+Knodle stated that she thinks a liner needs to be installed. Chairman Hertel stated that a cap needs to be installed on the top of the chimney so that water doesn't go down it. Chairman Hertel stated that he spoke with States Attorney Matoush and because of the emergency the full board will vote on the project at the May board meeting.
3. **Job Description for Maintenance Position:** Sneed reported that he met with Undersheriff Robbins on the Maintenance Job Description and an annual preventative maintenance schedule.
4. **Other Business Update/Approval:** None at this time.

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

1. **MCEDC Update/Approval:** Hampton+Knodle stated that she and Will Shalter and Tim Hopper attended a meeting with the South Eastern Foundation. This is a tool to get community priorities off the ground and improve the social and economic environment.
2. **Incentives Update/Approval:**
  - Revolving Loan Fund: Shalter will submit a report.
  - Enterprise Zone – Following up with communities to turn in their paperwork.
3. **Planning Update/Approval:**
  - Planning Commission – They met in April. Tony McDonough and CJ Liddel are now on the board.
4. **Infrastructure Update/Approval:**
  - Incumbent Provider Updates – The committee will discuss.
  - Fiber RFP – MCEDC will report.
  - Eagle Zinc – Hampton+Knodle stated that there are some minor questions from the last meeting. Leitheiser stated that there is no recorded lien on the property yet. Chairman Hertel stated that when the property is cleaned up there will be a lien placed on the property.
5. **Tourism Update/Approval**
  - Tourism South – Hampton+Knodle stated that she received some numbers for sales tax last year and is looking at economic impact numbers. The committee will look for tourism board appointees.
6. **Workforce Update/Approval:**
  - West Central Development – Committee will discuss the invoice for \$5,969.60 for the membership dues.
  - CEO Program – They are setting up for the Trade show at LLCC on April 26<sup>th</sup>.
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 meeting was held last April 21<sup>st</sup>, 2016 and the full board will vote on the plan in August.
3. **911 Legislation Update/Approval:** Committee will discuss.
4. **Other Business Update/Approval:** None at this time.

**Finance Committee: Megan Beeler, Chairman**

1. **County FY 2015 Audit Report Update/Approval:** Board received the report last month to review and action will take place at the May board meeting.
2. **Flyover Update/Approval:** Pictometry will be here at the May Meeting. Beeler stated that they will discuss the second flyover.
3. **Forrestal Group – Gene Stuard, Power Plant Assessment Update/Approval:** Gene Stuard will attend the May committee meeting to discuss the power plant assessment renewal. We may be able to just re-negotiate the assessment.
4. **Early Severance Update/Approval:** Beeler stated that the Treasurer looked at who may be interested and put a package together to see what the figures would look like based on years of service, insurance etc. to see what the savings would be. The board would have to decide which positions would need to be filled.
5. **Employee Health Insurance Update/Approval:** The meeting will be held on Friday, May 6<sup>th</sup>, with the Personnel Committee.
6. **SOA Report Update/Approval:** Ray Durston will report.
7. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Committee will review the report.
8. **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:** Committee will discuss.
9. **FY 2017 Budget Discussions Update/Approval:** Beeler stated that letters need to go out to MCEDC and FAYCO letting them know that they will not be receiving money next year. Beeler also stated that there will be a meeting with office holders in May.

10. **Public Safety Tax of 1% Update/Approval:** Joe Gasparich will attend the committee meeting to discuss.
11. **FY 2017 Non-Union Salary Update/Approval:** Beeler stated that she will have some information to share with the committee.
12. **Personal Property Replacement Tax (PPRT) Allocation Error Update/Approval:** Committee discussed the memo from the IL Department of Revenue regarding the overpayment of \$30,592.
13. **Court Security Fee Update/Approval:** Beeler stated that she talked with a couple of consultants including Whitey Patton. Beeler stated that a consultant will come to the Finance Committee meeting.
14. **Coal Severance Resolution Update/Approval:** Chairman Hertel stated that he has a sample Resolution for a Coal Severance Tax that needs to be reviewed.
15. **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. An electronic recycling drive will be held at the Litchfield recycling facility on the last Saturday of April.
4. **Animal Control Facility Program Update/Approval:** Daniels will report.
5. **Other Business Update/Approval:** None at this time.

**Personnel Committee: Mary Bathurst, Chairman**

1. **Employee Health Insurance Update/Approval:** Bathurst reported that comparisons were received from two other insurance carriers.
2. **BCBS Fitness Program Information Update/Approval:** Committee will discuss the information submitted
3. **Zobrio Human Resource Module Training & Implementation Update/Approval:** Bathurst stated that she wants to sit in on the training that is scheduled with the payroll employees in the Treasurer's office. Chairman Hertel stated that Bathurst should set it up with Zobrio and find out how much the training will be.
4. **Personnel Manual Update/Approval:** The committee discussed that the Sheriff's department has not completed their procedural manual for the insurance requirements.
5. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** If needed.
6. **Other Business Update/Approval:** None at this time.

**Road & Bridge Committee: Gene Miles, Chairman**

1. **Simpson Bridge in Walshville Township Update/Approval:** Concrete surface has been completed. Guardrail, riprap, dirt work, and approach work still needs to be completed. Bridge should be finished within the next 2 – 3 weeks, weather permitting.
2. **Village of Farmersville Ditch Update/Approval:** Gene Miles and Mike Webb will continue to meet with the Village of Farmersville to get an intergovernmental agreement. Engineering paperwork will also need to be signed showing that the pipe and water flow will be sufficient.
3. **2016 Oil Culvert Update/Approval:** Is scheduled to be held at the next R & B committee meeting.
4. **Underground storage tanks Update/Approval:** Are scheduled to be removed on May 2<sup>nd</sup> to May 4<sup>th</sup>.
5. **Rocky Hollow Bridge Replacement this Year Update/Approval:** Committee will discuss.
6. **Dakota Access Pipeline Update/Approval:** Meeting will be held on April 29<sup>th</sup>, 2015 at 3:00 pm in the county board room.
7. **Pine Street in Irving Update/Approval:** Planning to complete final phase of this road job once weather (rain) cooperates. Final phase includes placing additional base rock and finish with an oil and chip over the entire section.
8. **Other Business Update/Approval:** None at this time.

Bill Schroeder asked how the board felt about SB696. Chairman Hertel will call Kelly Murray regarding this senate bill.

Motion by Savage and second by Hampton+Knodle to adjourn the meeting. 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

## Economic Development Committee Meeting Minutes

**Date:** Thursday, April 28, 2016

**Time:** 8:30 am – County Board Room

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

**Others Present:** Will Shalter

The Committee met today to discuss the following:

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

1. **MCEDC Update/Approval:** Shalter shared the MCEDC Newsletter for April. In Workforce news, the Mobile Fab Lab will be here starting on June 5<sup>th</sup> and camps will be scheduled. Shalter will try to schedule the Fab Lab to be here for touring at the courthouse for the July board meeting. Shalter reported that meetings were held with Consolidated Communication and New Wave about business internet services and that they are assisting Coalton with a grant.
2. **Incentives Update/Approval:**
  - Revolving Loan Fund: Committee reviewed the report submitted by Shalter and payments are on time.
  - Enterprise Zone – Hampton+Knodle stated that Will Shalter is working on the criteria for the new EZ application. Data is being collected for historical high unemployment rates, large scale plant closures and abandoned coal mines and brownfields. Daniels reported that all the amending documents have been approved by the units of government and she is coordinating the signage and pickup of the paperwork from Village Clerks.
3. **Planning Update/Approval:**
  - Planning Commission – Hampton+Knodle stated that the Planning Commission met and approved two new officers. Toni McDonough is now the Chairman, CJ Liddel is the Vice-Chairman and Sandy Leitheiser is again serving as the secretary.
4. **Infrastructure Update/Approval:**
  - Fiber RFP – New Wave did a presentation to the Imagine Hillsboro group. Hillsboro High School found out that they have New Wave fiber in the building.
  - Eagle Zinc – Hampton+Knodle reported that IL EPA had a meeting in Hillsboro regarding the Eagle Zinc cleanup. Shalter and Hampton+Knodle had a meeting with a business that would like to relocate to that site once it is cleaned up. Chairman Hertel asked Hampton+Knodle to email Clarence Smith of EPA to file a lien against the property for the cleanup costs as soon as possible.
5. **Tourism Update/Approval**
  - Tourism – Hampton+Knodle stated that Tourism South has an advisory board and the County needs to appoint two appointees to their board. One person needs to be from the public sector and one from the private sector. Hampton+Knodle stated that she will call Tourism South to explain the line of communication and find out who needs to serve on the tourism board. Hampton+Knodle would like for the MCEDC director to serve on the board because tourism tax revenues will need to be utilized for the County membership fee for MCEDC. Shalter reported that the MCEDC bylaws would have to be changed if the county changes their membership amount.

6. **Workforce Update/Approval:**

- West Central Development – Hampton+Knodle stated that she would like to table this invoice until the June. **Motion by Deabenderfer and second by Hopper to wait until the June meeting. All in favor, motion carried.**
- CEO Program – Hampton+Knodle stated that the CEO trade show took place Wednesday night and was very well attended. The students had some good business displays. There will be a joint meeting with the CEO board and students to do another review before the class ends for this year. The orientation for next year's class will be held on June 2<sup>nd</sup>, 2016. The CEO annual meeting will be held on Monday, August 16<sup>th</sup> 2016.

7. **Coal Severance Resolution Draft Update/Approval:** Chairman Hertel shared a draft of the coal severance resolution for the committee to review.

8. **Other Business Update/Approval:** Hampton+Knodle stated that Shalter and Hopper met with the South East Community Foundation regarding setting up a foundation so that people can invest in their communities. Other counties that have adopted this program are Shelby, Clark, and Jasper. This foundation is set up as a way for people to come and leave a legacy by investing their money to set up for scholarships, sidewalks or whatever their passion is. Funds can be tracked individually, but the money is pooled together to get more return on the investment.

There are no bills.

Motion by Nikki Bishop 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/Ambulance Committee Meeting Minutes

**Date:** May 2 2016

**Monday 08:30– EMA Office**

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

**Members Absent:** Chuck Graden

**Others Present:** Diana Homes

**Ambulance Call Reports:**

**Collections:** Monthly report will be ready for the board meeting.

**EMA:**

1. **Combs Lab Invoice Update/Approval:** Glenn Savage reported that we received an invoice for this EMNET notification service that gives briefings everyday of any emergencies and that the State quit paying for this service last year. Glenn Savage reminded committee members that they voted to keep the Star Com Service at the last month's meeting. This satellite service costs about \$618.00 which keeps alerts updated throughout the day. If cell phone and telephone goes down, this satellite service would still give us updates. Gasparich stated that this would be a good way to keep in touch with Springfield in case of earthquakes etc, if email and telephones go down. **Motion by Gasparich and second by Bergen to keep and pay for the service. All in favor, motion carried.**
2. **Mitigation Planning Update/Approval:** Savage reported that there was a letter from Consultant Greg Michaud thanking everyone that participated in the mitigation planning meetings over the past year in order to update the plan. Certificates of participation were given to everyone that helped in the process to update the plan.
3. **Letter from Don Karban (Minutes from 2013 meeting with mine representatives see attached)**  
**Update/Approval:** Committee members discussed Don Karban's letter of concern regarding the Deer Run Mine and the possibility of a levee breach at one of the two refuse disposal areas. Chairman Hertel read several questions that were in a letter he received from Don Karban that he sent to IDNR. Diana Holmes stated that a few years ago she attended a meeting with the Coal Mine managers and IDNR representatives regarding the Refuse Disposal Areas and everyone received a book that contained an emergency Plan regarding the damns. Chairman Hertel stated that he will send a letter to Mr. Fowler at IDNR and ask for copies of any correspondence he sends to Mr. Karban concerning references to Montgomery County. Chairman Hertel stated that the county was given a copy of the Plan and that we had no formal resolution to accept the Plan or comments about the Plan. According to the States Attorney's Office the Plan cannot be FOID'd and should not be given out to anyone else.
4. **Panic Alarm Testing Update/Approval:** Testing has been taken place each month.
5. **Phone Bill Update/Approval:** Holmes stated that they need a breakdown of the itemized phone bills for billing the state grant and the other ambulance districts. Daniels reported that the New Wave bill currently is not itemized and that IT manager Bill Purcell is working on it. Chairman Hertel will speak with Mr. Purcell about breaking down the cost for the EMA / Ambulance Office.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
4/4/16	31	38	0	0	9	78
4/11/16	38	33	15	0	0	86
4/18/16	18	13	15	2	0	48
4/25/16	46	51	4	0	4	105
	<b>133</b>	<b>135</b>	<b>34</b>	<b>2</b>	<b>13</b>	<b>317</b>

**Processed Reports**

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

Adjourn: Motion by Joe Gasparich and second by Tim Hoper to adjourn. All in favor, motion carried.

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

# Montgomery County Board

## Finance Committee Minutes

**Date:** Thursday, May 5th, 2016

**Time:** 8:30 AM – County Board Room

**Members Present:** Chairman Megan Beeler, Connie Beck, Jim Moore, Heather Hampton+Knodle, Mike Plunkett and Board Chairman Roy Hertel. Tim Hopper and Evan Young

**Members Absent:** Mary Bathurst

**Others Present:** Sandy Leitheiser, Hugh Satterlee, Ray Durston, Stephanie Keiser, Gene Stuard, David Powell and Will Shalter

The committee met today to discuss the following:

- 1. County FY 2015 Audit Report Update/Approval:** KEB gave the FY 2015 audit presentation last month so the board could review for one month. **Motion by Jim Moore and second by Connie Beck to recommend the approval of the FY 2015 Audit that was submitted by KEB. All in favor, motion carried.** Leitheiser stated that she followed up with KEB regarding the offices they mentioned last month in their report in regards to them not responding to grant required information. The committee discussed that most of these offices do not even receive any grant funding and should not have been reported.
- 2. Flyover Update/Approval:** Per Ray Durston, Pictometry will be here at the JUNE Meeting.
- 3. Forrestal Group – Gene Stuard, Power Plant Assessment Update/Approval:** Ray Durston introduced Gene Stuard of the Forrestal Group to address the committee regarding the power plant assessment. Mr. Stuard was involved in the assessment with the power plant back in 2007 and asked what the board wants to accomplish and to come up with an objective. Plunkett asked Stuard to prepare a proposal for a few different options for his services and Stuard stated that this is possible and we just need to define the scope of work. Stuard suggests just starting out with a meeting with the power plant representatives. Durston stated that we have some time to work on this and that all the work would need to be done by June 1<sup>st</sup>, 2017.
- 4. Resolution to Dissolve the TB Board Update/Approval:** Chairman Hertel reported that he met with the TB nurse and she indicated that she would be resigning from her position and that she felt there was not enough work for a full time TB nurse. She stated that she talked with Dr. McFarlin, the chairman of the TB Board and she had the same conversation with him as she had with Chairman Hertel. Chairman Hertel contacted Dr. McFarlin and discussed the matter with him and he stated that the TB board would meet and discuss the issue. The Chairman also talked with Hugh Satterlee, Director of the Health Department to see if they would take over the responsibilities of the TB Office. Mr. Satterlee stated that he would contact his board and he felt that they would agree to do so. Mr. Satterlee contacted Dr. McFarlin and he stated that after the TB Board meeting that they would like to dissolve the TB Board and let the Health Department handle this part time. The TB Board passed a resolution to dissolve their board. The Health Department board met and passed a resolution that they would be willing to take over the duties. The levy to support the work in the Health Department will be less than one half of TB Board levy. The Health Department will have to have add four members to their board because of this change. **Motion by Mike Plunkett and second by Jim Moore to approve the Resolution to dissolve the TB Board and accept the Resolution of the Health Department Board. All in favor, motion carried.**
- 5. SOA Report Update/Approval:** Committee reviewed the SOA and GIS reports as submitted by Ray Durston. Durston reported that the 2015 final abstract was given to the County Clerk and April 22<sup>nd</sup>, 2016 and Clerk Leitheiser took it to the Illinois Department of Revenue for the calculation of the final multiplier. Durston also reported that the Board of Review met to review and approve rule changes and that the 2016 BOR session will begin on June 6<sup>th</sup>, 2016. The annual farmland committee meeting is scheduled for May 24<sup>th</sup>, 2016 at 10:00 am in the county board room. Durston also reported that eh

attended the IACO conference on April 19<sup>th</sup>, in Springfield and pending legislation was discussed. The committee also discussed the problems with SB 696 to freeze property taxes.

6. **Reappointment of Ray Durston as Supervisor of Assessments for a four year term from July 8<sup>th</sup> 2016 to July 8<sup>th</sup>, 2020 Update/Approval:** Beeler read a letter given to Chairman Hertel for the re-appointment of Ray Durston as the Supervisor of Assessments for a four year term that would begin on July 8<sup>th</sup>, 2016. **Motion by Connie Beck and second by Mike Plunkett to re-appoint Ray Durston as the Supervisor of Assessments for a four year term from July 8<sup>th</sup>, 2016 to July 8<sup>th</sup>, 2020. All in favor, motion carried.**
7. **SB 696 Property Tax Freeze Legislation Update/Approval:** Chairman Hertel stated that he has talked to people that say 2015 tax year will not be in the legislation but he is not sure. Counties are not supporting SB 696 in its current form because many have already printed their tax bills and this would cause them to have to re-print the bills or re-fund money almost every taxpayer.
8. **Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report Update/Approval:** Committee reviewed the coal revenue and expense reports for the month of April as provided by Treasurer Jenkins.
9. **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:** Budget hearings will take place with all the departments.
10. **FY 2017 Budget Discussions Update/Approval:** Beeler stated that worksheets will go out on May 10<sup>th</sup> to everyone that is responsible for completing a budget and that she has scheduled a meeting with these individuals on Thursday, May 26<sup>th</sup>, at 10:00 am in the County Board room. Beeler stated that the 2016 budget was reduced by \$165,000 and everyone will be told of the budget expectations for next year. After some discussion, the committee decided to reduce the expenses of the FY 2017 budget by \$500,000. Beeler stated that the committee needs to discuss the funding for next year for MCEDC and FAYCO. Hampton+Knodle stated that the new tourism tax should fund \$15,000 for the County membership. Beeler stated that according to the MCEDC by-laws the county should pay \$15,000. FAYCO received \$34,000 when we started getting coal money some years ago and the committee discussed cutting their funding by one half this year and Beeler will notify them by letter.
11. **FY 2017 Non-Union Salary Update/Approval:** Beeler shared a spread sheet that shows the average union increase of \$.25 per hour and the Sheriff's Department is \$.35 per hour. The report also shows the exempt and non-exempt non-union employees and she stated that last year the non-union employees received the average union hourly increase. **Motion by Mike Plunkett and second by Connie Beck to give a \$.25 per hour increase for non-union employees for FY 2017. Hampton+Knodle votes No. All others vote yes. Motion carried.**
12. **Personal Property Replacement Tax (PPRT) Allocation Error Update/Approval:** Committee discussed the notification from the Illinois Department of Revenue stating that there was an error in the PPRT allocation payments to various taxing districts across the state. The total overpayment amount for Montgomery County was \$30,592 which was not all for the general fund. It is the understanding of the County that this overpayment will be reduced from future payments of the PPRT.
13. **Court Security Fee Update/Approval:** Megan Beeler introduced Bruce DeLashmit from Bellwether LLC regarding his proposal to prepare a cost study for the court security fees. Bruce presented information to prepare a cost study for the Sheriff's Department, Clerk and Recorder's Office and Animal Control. Bruce also shared a report that showed cost saving information for a few other counties that they have provided their services. If the cost study was started in June, they could have information back to the committee by the budget hearings in July. Bellwether would also provide a Word document for the resolution and provide a preliminary report. Beeler reported that she has been in touch with another consultant that performs similar cost study services for the court security and will follow up with them. Beeler stated that she has talked with Circuit Lemons and the fees are already maxed out for the Circuit Clerk's Office according to State Statute. The committee discussed and decided to look at a cost study for Court Security, the Sheriff's Department and the County Clerk's Department and not to do one for animal control.
14. **Coal Severance Tax Resolution Update/Approval:** Chairman Hertel is working on a draft of a resolution for a coal severance tax.
15. **Other Business Update/Approval:** Early Severance and Employee Insurance will be discussed on Friday at the Joint Personnel and Finance Committee meeting.

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

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

Meeting adjourned at 11:35 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, May 3<sup>rd</sup>, 2016

**Time:** 8:30 AM – County Board Room

**Members Present:** Chairman Connie Beck, Joe Gasparich, Earlene Robinson, Mike Webb, and Board Chairman Roy Hertel

**Members Absent:** Chuck Graden, and Richard Wendel

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

The committee met today to discuss the following:

1. **Election Update/Approval:** County Clerk Leitheiser shared a report that showed the cost of \$6.45 per vote at the General Primary Election. Chairman Hertel informed members that the County was recently advised by Fillmore and South Fillmore Townships that they would like to combine into one Township. He said that State's Attorney Matoush is assisting with the legal process involved, which will be under the County Board's authority. Hertel said that the County Board will have to vote at the May meeting to okay this process and authorize a Public Hearing and according to Matoush the question would be placed on the November, 2016 ballot for voters in both townships.
2. **EPA Report Update/Approval:** Gonet stated that the State has allocated the money to fund the solid waste program however the county has not received the reimbursement yet. Gonet has submitted the third quarter request for payment to the State.
3. **Recycling Program and Events Update/Approval:** Bishop stated that he has received another proposal for waste hauling and shared concerns regarding the cardboard pickups.
  - Collecting Cat foods cans – Committee discussed that the not all cat cans are aluminum and they can't be mixed in with the aluminum soda cans. If sorted, the cat cans are selling for \$.35 per pound. The facility will not be accepting cat food cans due to the smell and labor to sort them.
  - Bishop reported that the electronics drive at the Litchfield recycling center last Saturday was well attended and that the owners of BLH were pleased with the turnout and are reaching out to the City Administration regarding a possible business location.
  - The City of Litchfield will be reading the letter from Chairman Hertel at their Thursday, May 5<sup>th</sup> City County Meeting concerning how to pay for the deficit at recycling. Chairman Hertel plans to attend the meeting.
4. **Animal Control Facility Program Update/Approval:**
  - The U of I Extension Safety Day is being held today at the County Fair Grounds for all the county fourth grade students. Animal Control was asked to participate again this year and Amanda Daniels and staff member Lindsay Davidson took educational materials r all he students and will conduct pet safety presentations all day.
  - Proposed Ordinance – Is under review in the States Attorney's Office.
  - Garage door on Incinerator- Prices for a replacement garage door will obtained for the committee to review next month.
5. **Other Business Update/Approval:** None at this time.

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

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

Meeting adjourned 9:30 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 and Finance Joint Committee Meeting Minutes

**Date:** Friday, May 6th, 2016

**Time:** 9:30 am - County Board Room

**Members Present:** Chairman Mary Bathurst, Megan Beeler, Connie Beck, Jay Martin, Bill Bergen, Heather Hampton+Knodle, Jim Moore, Mike Plunkett, Evan Young Richard Wendel and Board Chairman Roy Hertel

**Members Absent:**

**Others Present:** Ray Durston, Sandy Leitheiser, Stephanie Keiser, Rick Robbins, Hugh Satterlee, Ron Jenkins, and Shannon Hall.

The committee met to discuss the following:

- 1. Intergovernmental Agreement with the Village of Panama and the Montgomery County Sheriff's Department Update/Approval:** Panama no longer wants to provide their own law enforcement services and States Attorney Wilson drew up the Intergovernmental Agreement with the Village of Panama for the Sheriff's Office to provide those services. The Sheriff's Office will cover the whole village even the Bond County section which might mean that tickets will have to be sent to the Bond County Courthouse processing. Deputies may have to appear at the Bond County Courthouse. The majority of the Village is in Montgomery County. The cost for this service is \$6,500 per year. The Sheriff's department would also get one half of the fine money assessed. The current contract would be for approximately six month so the amount would be \$3,250. **Motion by Jay Martin and second by Evan Young to recommend the approval of the Intergovernmental Agreement between the Village of Panama and the Montgomery County Sheriff's Department for law enforcement services. Jim Moore votes Present, all other are in favor, motion carried.**
- 2. Employee Health Insurance Update/Approval:** Shannon Hall presented the 2016 renewal rates for Blue Cross Blue Shield, Health Alliance and United Health Care and doesn't recommend changing from Blue Cross Blue Shield. Chairman Hertel stated that he feels that we should stay with BCBS for two years so we don't upset the employees like last year. Now is the time to start looking at something different for next year to save some money. If we stay the way we are, we have a June 1<sup>st</sup> renewal. Employees will not pay any more for health insurance until December 1<sup>st</sup>, 2016. Hall says to renew this until December 1<sup>st</sup>, and ask BCBS to give us new numbers again in November so that we can get on a Fiscal year renewal. Shannon also presented two options to renew the BCBS coverage. Option MPP9383C would be the same coverage as the current plan with a higher premium for the employees, and option MPET3K05 would be a higher deductible and office visit copay but the same current employee payment. The committee discussed the different options of starting the BCBS renewal for now and the fiscal year and to tie it into the union contracts. Committee members also discussed taking this opportunity to look around for other insurance options in the next few months so that we can have a renewal starting for December 1<sup>st</sup>, 2016. **Motion by Hampton+Knodle and second by Jay Martin to accept the BCBS renewal proposal for plans MPP9383C and MPET3K05 for 12 months at the current coverage with plan MPP9383C only being offered to the employees as of December 1<sup>st</sup>, 2016 for a total annual cost of \$1,253,424 less the employee contributions. Roll Call Vote: Voting Yes, Megan Beeler, Mary Bathurst, Evan Young, Jay Martin, Heather Hampton+Knodle, Mike Plunkett, Bill Bergen, Jim Moore and Connie Beck. 9 Yes and 0 No. All in favor, motion carried. We have to let BCBS know by August 1<sup>st</sup>, if we want to start a new plan for December 1<sup>st</sup>, 2016.**
- 3. Early Severance Update/Approval:** Committee reviewed the county severance proposal as prepared by Treasurer Jenkins. There are 32 employees that fit the criteria of being 55 years of age

and older and have eight or more years of service. Committee members discussed the potential salary savings for employees that may leave and may be replaced by a lower salary employee. **Motion by Heather Hampton+Knodle and second by Jim Moore to offer a county severance proposal to include:**

- **Employees of Montgomery County who are at least 55 years of age with a minimum of eight years of service.**
- **Payment of one week's salary for every eighteen months of service,**
- **Health insurance will be available to any participant with the County paying the current monthly subsidy amount toward individual employee coverage only and the participant will be responsible for any additional charges to include any dependents of the participant. Additionally, a participant is only eligible for health insurance coverage up to that's participant's current participation in the insurance program for the 365 days prior to the participant's acceptance of the early severance package. Finally, when a participant severs participation in the County's insurance program at any time but required when attaining age 65, said participant's dependent coverage will also cease.**
- **All participants will sever their employment by August 31<sup>st</sup> 2016.**

**Roll call Vote: Yes Votes = Mary Bathurst, Megan Beeler, Heather Hampton+Knodle, and Jim Moore. Voting No were Evan Young, Connie Beck, Mike Plunkett and Bill Bergen. Jay Martin had already left the meeting. Motion fails.**

4. **Resolution to Dissolve the T.B. Board Update/Approval:** The resolution will be presented for a vote at the full board meeting on Tuesday.
5. **Zobrio Human Resource Module Training Update/Approval:** Bathurst is working with the Treasurer's Department to schedule training.
6. **Procedure Manual Sheriff's Department Update/Approval:** The Sheriff's Department continues to work on their procedure manual.
7. **Customer Service Training Update/Approval:** Bathurst stated that Customer Service Training will be scheduled with the U of I Extension Office.
8. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** Not needed at this time.
9. **Other Business Update/Approval:** Chairman Hertel updated the committee members regarding the consolidation of Fillmore and South Fillmore Townships that will be brought up at the Full Board Meeting on May. 10<sup>th</sup>, 2016. The States Attorney's Office is reviewing the paperwork.

Meeting adjourned at 12:30 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

## Road & Bridge Committee Meeting Minutes

**Date:** Wednesday, May 4<sup>th</sup>, 2016      **Time:** 8:30 AM – Highway Department

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

**Members Absent:** Gene Miles

**Other Present:** County Engineer Kevin Smith, Bev Seamon, Rickey Lane, and Elwin Saathoff.

The Committee met today to discuss the following:

1. **2016 Culvert Letting Update/Approval:** One bid was received from Metal Culverts, Inc. **Motion by Mike Webb and second by Evan Young to approve the bid from Metal Culverts for a total of \$39,625.30 for group one and \$15,582.92 for group two. All in favor, motion carried.**
2. **CH-17, West of Farmersville Update/Approval:** Mike Webb reported that he and Gene Miles met with the two Farmersville city workers and told them that they wanted an engineer to sign off on the pipe that is laid in the county right of way to show that the pipe and flows are adequate. Any future changes will need to be signed off by an Engineer also. The City will be responsible for any damage to the pipes, the Right of Way or any other liability related to this work. The States Attorney will be preparing an In governmental Agreement with the terms that have be stated above.
3. **Simpson Bridge Update/Approval:** Engineer Smith stated that the Simpson Bridge is nearly complete and they plan to have a ribbon cutting sometime in the near future. The County Board, construction company, union representatives and other that were responsible for the bridge will be invited to the ceremony. The paper will be invited to cover the event.
4. **Underground Storage Tanks Update/Approval:** Engineer Smith reported that the removal of the underground fuel tanks started on Monday and should be completed today. The State Fire Marshall has to sign off on the removal today and then the highway department will back fill the area. Smith reported that the State took soil samples before and everything was clean. The committee discussed that the new above fuel tanks are working great and gives departments' easier access to get fuel when the highway department is closed.
5. **Pine Street, Irving Update/Approval:** Engineer Smith stated that Pine Street in Irving will be closed for a couple of hours at 9:00 am on Friday so it can be oiled and chipped. Smith reported that the mayor was notified, flyers sent out to residents and info submitted to WSMI to advertise the road closure.
6. **Dakota Access Pipeline Update/Approval:** Engineer Smith stated that he and Glenn Savage attended a project update meeting at the courthouse last Friday afternoon with representatives from Dakota Access Pipeline. Engineer Smith share a handout and stated that they are waiting for the environmental permits and they are expected in May 2016. Smith reported that all of Montgomery County ROW's have been acquired and the pipeline will come in south of the Village of Walshville. The county will monitor the haul routes, follow up on community tips and that the company has given the County a bond and is responsible for fixing any damages to roads. Chairman Hertel stated that Engineer Smith should notify the Sheriff's Department of the routes that these vehicles should be traveling on so they can be looking when on patrol. Engineer Smith stated that he will not allow Dakota access to start digging in the county until he receives the preconstruction road report from Dakota Access and that he plans to take his own video of the roads before they start using them. Smith will check with the Sheriff's Department to see if the video cameras in the squad cars could be used.
7. **Update/Approval:** Chairman Hertel asked what the permit fee is for someone to come through the county with an overloaded or oversized truck. Engineer stated that by county resolution, the permit fee is \$1.00 per 1,000 pounds that the truck is overweight and \$10.00 for being oversized. These drivers must get the permits and pay the fees at the highway department. Chairman Hertel thinks the fees are out of date and need to be looked at.
8. **Update/Approval Other Business:** Engineer Smith asked Chairman Hertel if he has heard anything about the MFT legislation and the possibility of holding funds again.

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

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

Meeting adjourned at 9:50 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.