

## Montgomery County Board

### Minutes

For Tuesday, May 8th, 2018 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, May 8<sup>th</sup>, 2018, in the County Board Room, 2<sup>nd</sup> floor of the Historic Courthouse, Hillsboro, Illinois.

**The meeting was called to order by County Board Vice-Chairman Megan Beeler at 8:30 AM.**

**Roll call was taken - 17 members present, 4 members absent.**

**Members Present:** Connie Beck, Megan Beeler, Bill Bergen, Glenn Bishop, Dillon Clark, Ronald Deabenderfer, Kirby Furness, Chuck Graden, Jeremy Jones, Gene Miles, Jim Moore, Robert Mulch, Mike Plunkett, Earlene Robinson, Glenn Savage, Bob Sneed, Donna Yeske

**Members Absent:** Mark Hughes, Sandra Johnson, Richard Wendel, Evan Young

**Pledge of Allegiance to the flag was led by County Board member Mike Plunkett.**

**Mileage and Per Diem Approval:** Motion by Graden and second by Sneed to approve the mileage and per diem. ROLL CALL VOTE: Voting yes: Beck, Beeler, Bergen, Bishop, Clark, Deabenderfer, Furness, Graden, Jones, Miles, Moore, Mulch, Plunkett, Robinson, Savage, Sneed, Yeske. No members voted no. **All in favor, motion carried.**

**Approval of Minutes of Previous County Board Meeting:**

Motion by Deabenderfer and second by Furness to approve the Minutes of the Previous County Board Meeting held on Tuesday, April 10<sup>th</sup>, 2018. **All in favor, motion carried.**

#### **CONSENT AGENDA:**

1. **Ambulance Billing Report** ---- Sherry Greenwood – report was submitted.
2. **Animal Control Report** ---- Amanda Daniels – report was submitted.
3. **Circuit Clerk's Report** ---- Holly Lemons – report was submitted.
4. **County Clerk and Recorder's Report** ---- Sandy Leitheiser was present for questions. She stated Montgomery County has joined 46 other Illinois counties to offer a new free Property Fraud Alert program designed to send alerts to property owners who sign up to be notified via email or phone should a fraudulent document be recorded with their name on it. Leitheiser reported this program is being offered free through their Recording Department vendor and stated there is no deadline for landowners to get registered.
5. **Health & TB Department Report** ---- Hugh Satterlee – report was submitted.
6. **Highway Department Report** --- Cody Greenwood – report was submitted.
7. **Probation Office Report** ---- Bane Ulrici – report was submitted.
8. **Public Defender's Report** ---- Erin Mattson – report was submitted.
9. **Recycling Report** ---- Ben Bishop – report was submitted.
10. **ROE - Monthly and Quarterly Reports** – Julie Wollerman – reports were submitted.
11. **Sheriff's Report** ---- Jim Vazzi – Report was submitted, Undersheriff Robbins was present.
12. **SOA Report** ---- Ray Durston – Report was submitted. Beeler reported the new fly over is complete and data will be available soon.

13. **Treasurer's Report** ---- Jay Martin was present for questions and he explained the Capital Improvement report.
14. **V.A.C. Report** ---- Dave Strowmatt – report was submitted.

**APPROVAL OF 14 ITEMS ON THE CONSENT AGENDA: Motion by Mulch and second by Plunkett to approve the 14 items on the Consent Agenda. All in favor, motion carried.**

**LIAISON REPORTS:**

- **708 Board** – Robinson stated the 708 Board will meet next Monday. Beeler stated she has an estimated equalized assessed value for the 708 board.
- **CEFS Board** – Robinson reported Senior Citizens Director Lyn Fugate was recently promoted to site supervisor. She also stated May is Senior appreciation month and local seniors will be served a rib eye meal as part of the celebration.
- **911 Board** – Bill Bergen reported there is nothing new to report.
- **Health Department** – Mulch reported he attended the meeting and it went well.
- **IL Association of County Officials** –Plunkett, Bergen stated there is nothing to report.
- **MCEDC** –Mulch stated they had their annual meeting last month and informed members the CEO Marketplace will be held tonight at LLCC at 5:30 pm.
- **Planning Commission** – Beeler stated they have not met and the next meeting is planned for July.
- **Senior Citizens Board** – Deabenderfer reported the Senior Citizens Board now wishes to meet quarterly instead of monthly.
- **UCCI** – Miles stated no meeting was held.
- **U of I** – Beck reported there was no meeting scheduled for last month.
- **WCDC** – Savage stated there are no new developments at WCDC.

**COMMITTEE REPORTS:**

**COORDINATING COMMITTEE:** Given by Vice-Chairman Megan Beeler:

1. **Other Business Update/Approval:** Beeler stated all business will be covered in the individual committee reports:

**ROAD AND BRIDGE COMMITTEE REPORT:** Given by Committee Chairman Gene Miles:

1. **Power Plant Assessment Update:** Miles reported Beeler came to their meeting and shared the bad news about the county highway funds losing funding due to the reduction of the power plant assessment. Miles reported the Highway Fund could lose about \$21,600 and the Bridge Fund could lose about \$10,826 in property tax revenues as a result of this reduction.
2. **IDOT Property Purchase Update:** Miles reported State's Attorney Hitchings negotiated a sales amount of \$8,000 with the State of Illinois for the 1.083 acre parcel located by the overpass in North Litchfield Township and owned by Montgomery County. He stated the County Board approval will take place in the Finance Committee report.
3. **Fuel System Update:** Miles reported the new software has been installed on the fuel system and it is working properly. He said the digital meter does not have a display feature, which they plan to address later.

4. **Statewide Planning and Research (SPR) Grant Update:** Miles stated Engineer Greenwood is working to receive grants through the Statewide Planning and Research grant program with IDOT.
5. **Dakota Access Pipeline Update:** State's Attorney Bryant Hitchings reported he worked with Engineer Greenwood to draft a letter to the Bond Company to start the process to file a claim on the Dakota Access Pipeline project.
6. **Highway Department Labor and Equipment Reimbursement Approval:** Miles reported a voucher needs to be approved in the amount of \$105,074 for labor and equipment rental reimbursement for 2018. **Motion by Miles and second by Bergen to approve the voucher to the Montgomery County Highway Department in the amount of \$105,071 for labor and equipment rental reimbursement for 2018.** Roll call vote: 17 Members Yes, 0 Members No and 4 Members absent. Voting Yes were: Beck, Beeler, Bergen, Bishop, Clark, Deabenderfer, Furness, Graden, Jones, Miles, Moore, Mulch, Plunkett, Robinson, Savage, Sneed, Yeske. Absent were: Hughes, Johnson, Wendel and Young. **Motion carried.**
7. **Other Business Update:** Miles reported the committee discussed the duties of the Noxious Weed Superintendent and the Highway Department is not interested, so this request will go back to the to the Coordinating committee.

**FINANCE COMMITTEE REPORT:** Given by County Board Vice-Chairperson and Finance Committee Chairperson Megan Beeler:

1. **IMRF Update:** Beeler reported IMRF Representative Mandy Beedie-Powers attended the committee meeting and shared report balances for the three IMRF accounts from 2009 to 2017. Beeler stated the reports show the County is in a good position and she added Treasurer Jenkins did a great job of funding our pension obligations. Plunkett suggested the IMRF agent give an update once a year so we keep track of this process and Beeler responded she has asked Treasurer's Office Payroll Clerk Liz Holcomb to report numbers to her so the committee is aware.
2. **County Audit Report for FY 2017 Approval:** Beeler stated the Board Members received the FY 2017 audit last month and had 30 days to review it. **Motion by Beeler and second by Bishop to approve the FY 2017 audit report prepared by KEB. All in favor, motion carried.** Leitheiser stated she had a constituent ask whether the auditor could gather the statutory origin of the county special funds
3. **Forrestal Group – Power Plant Assessment Proposal Update:** Beeler reported all taxing bodies have signed off on the Dynegy assessment agreement and the paperwork should be presented to a judge by the end of this week. Beeler stated the assessment changes have been made at the Board of Review level and we anticipate the Judge will approve them.
4. **Health Department Maximum Levy Rate Update:** Beeler reported Health Department Director Hugh Satterlee recently spoke with the State's Attorney regarding the lost revenue due to a tax levy problem when the TB board was dissolved a couple of years ago, and there is no update at this time.
5. **Capital Improvement Fund Reports Update:** Beeler reported the committee reviewed the Capital Improvement Fund reports submitted by the Treasurer's Office and thanked Treasurer Martin for providing them.

6. **Information System Needs Approval:** Beeler stated she met with county insurance agent Tom Franzen and Curt Watkins recently regarding cyber security training for county employees. She said the committee recommended approving 12 month cybersecurity training for all county employees. Beeler added this training will help with our insurance premiums as we are looking at increasing our level of insurance for cyber security. **Motion by Beeler and second by Furness to spend \$2,690.12 on cyber security training for county employees. All in favor, motion carried.**
7. **IDOT Property Purchase Resolution Approval:** Beeler reported an agreement was reached with IDOT to sell them the county owned 1.083 acre parcel near the overpass in North Litchfield Township for \$8,000. **Motion by Beeler and second by Sneed to approve the resolution to sell the 1.083 acres of right of way in North Litchfield Township to the State of Illinois. All in favor, motion carried. (For copy of Resolution, see Resolution Book 17, pages 82-85).**
8. **FY 2019 Budget Hearings Update:** Beeler reported the budget hearings are scheduled for Monday, July 9<sup>th</sup> and Monday July 16<sup>th</sup>, 2018 starting at 8:00 am. She stated the estimated equalized assessed value numbers will be available soon so the Budget hearing worksheets and memo can go out to all department heads.
9. **Salaries for Non-Union County Employees Approval:** Beeler reported the committee discussed and is recommending a \$.35 per hour increase for non-union county employees. Beeler stated the committee looked at past union negotiations and current cost of living increase to arrive at this recommendation. **Motion by Beeler second by Furness to recommend a \$.35 per hour increase for non-union employees for FY 2019.** Jones inquired about the breakdown of which employees are included in this motion and Beeler responded it is for all general fund non-union employees. Jones asked for clarification because discussion took place at the HWE Committee meeting regarding the expectation of salaried supervisors going above and beyond and not getting paid overtime for extra work hours. Beeler responded supervisors will be paid the \$.35 per hour for a 40 hour work week and the hourly non-union employees who work a 35 hour work week will also be paid \$.35 per hour. Furness stated he spoke with board member Beck regarding this issue and the Personnel Committee will find some way to address this concern. Mulch asked why these salaries are addressed by the Finance Committee and not the Personnel Committee. Plunkett responded and stated this is done because historically the Finance Committee Chairperson sends out the budget memo that needs to include the salary increase so affected county office holders can budget accordingly. Mulch stated the Personnel Committee should have input on the salary increases for consistency's sake. Furness suggested the County Board have a joint meeting with both Finance and Personnel committees next year, and Beeler agreed. Treasurer Martin stated in the past the Personnel committee joined with the Finance Committee to set salary increases. **All in favor, motion carried.**
10. **Electric Rate Bids for May 2018 Approval:** Beeler reported the Finance Committee met this morning before the full board meeting to open and review the three bids for electric rates for the upcoming year. **Motion by Beeler and second by Plunkett to approve the low bid of .04245 from AEP Energy for a one year contract.** Plunkett stated this is a reduction from the rate we have now. **All in favor, motion carried.**

11. **FAYCO Enterprises 708 Funding Voucher - Roll Call Approval:** Beeler reported a roll call vote is needed to approve the fourth quarter payment from the 708 Board fund for FAYCO Enterprises. **Motion by Beeler and second by Graden to approve the FAYCO Enterprises 708 Funding in the amount of \$53,500. Roll Call Vote: 16 Yes, 1 member abstained and 4 were absent.** Voting Yes: Beck, Beeler, Bergen, Bishop, Clark, Deabenderfer, Furness, Graden, Jones, Miles, Moore, Mulch, Robinson, Savage, Sneed, Yeske. Plunkett abstained. Members absent: Hughes, Johnson, Wendel and Young. **Motion carried.**
12. **Executive Session for Personnel and Litigation Approval:** Beeler stated Executive Session is not needed at this time.
13. **Village of Panama & Montgomery County, Illinois Assistance Intergovernmental Agreement for Law Enforcement Services Approval:** Beeler informed members that Under Sheriff Robbins shared a revised Intergovernmental Agreement with the Village of Panama to provide law enforcement services. She stated the agreement was changed to reflect the annual salary increases for the deputies. **Motion by Beeler and second by Sneed to recommend the approval of the Intergovernmental Agreement with the Village of Panama with Montgomery County to provide Law Enforcement Services.** Deabenderfer asked how the amount was reached and Under Sheriff Robbins replied the amount goes up by the deputies' salary increases, along with the population of the Village of Panama and the amount of calls in Panama. Deabenderfer asked if the service costs the county more than the amount to cover the services and Robbins responded not that he is aware of and also said the Village of Panama is happy with the services. Robbins stated the deputies can also go in the areas of the Village of Panama city limits situated in Bond County. **All in favor, motion carried. (For copy of Agreement, see Resolution Book 17, pages 86-87).**

**H.W.E. COMMITTEE REPORT:** Given by Committee Chairperson Connie Beck:

1. **Elections Update:** Clerk Leitheiser stated elected Precinct Committee representatives have received their Election Judge commission packets and Election Judges will be commissioned at the July County Board meeting. She stated that her office recently received a \$7,000 grant from the Illinois State Board of Elections to offset voter registration computer system costs. Leitheiser also informed members that HAVA Grant funding is expected this summer and she hopes to put some of these funds in the cyber security needs of the county. Bishop stated he appreciates Leitheiser's efforts in applying for election grants.
2. **EPA Report Update:** Beck reported the State funding has been received.
3. **Recycling Program and Events Update:** Beck reported the baler and trucks are operational at this time and the price of cardboard has really gone down due to the China trade issues. She said the next electronic recycling event is scheduled for September 29<sup>th</sup>, 2018, from 9:00 am to 1:00 pm at the Litchfield recycling facility.
4. **Animal Control Facility/Program Update:** Beck reported there are several dogs and cats now available at the facility. She stated the spring rabies and microchip clinic held last Saturday went well and the cracked windshield on the animal control truck was repaired. Beck also reported she recently attended the U of I Extension Safety Day at Russell School in Litchfield with Animal Control Warden Daniels where they educated fourth graders regarding pet safety and gave out goodies bags. Jones asked Beck to give

an update about the donation the Animal Control facility will receive from an estate bequest. Beck explained a neighbor of hers has passed away and the Animal Control facility was named in his will to receive \$50,000. Beck reported the committee is discussing how the money can be invested for a higher interest rate with the Treasurer's office, and Treasurer Martin will meet with State's Attorney Hitchings to see if this money will fall under other requirements since it is not tax money. Beeler stated they will make a plan to use the money. Beck stated the committee would like to put it aside for future building repairs and possible vehicle purchases. Plunkett stated this donation shows the respect for the work done down at the facility and he appreciates the accomplishments of the employees. He added this is a program appreciated by our public since they donate their time, food, supplies and money to help the animals. Beck stated the employees are dedicated and pick up or rescue animals at all hours of the night and in all types of weather conditions.

5. **Other Business Update/Approval:** None

**BUILDING & GROUNDS COMMITTEE REPORT:** Given by Committee Chairman Bob Sneed:

1. **Smart Watt Conservation Energy Audit Approval:** Sneed reported the committee listened to a report from Smart Watt representative Orry Cummings regarding the Request for Qualifications For A Guaranteed Energy Savings Contract and a Pre-bid meeting is scheduled for May 21<sup>st</sup>, 2018, with the bid opening scheduled for the beginning of June. **Motion by Sneed and second by Jones to accept the Smart Watt proposal template as presented, pending State's Attorney approval. All in favor, motion carried.** Furness asked if the energy upgrade project could be self-funded and Beeler responded it could; however, it depends on which company is awarded the contract.
2. **Maintenance and Cleaning Issues and Report Update:** Sneed reported there are no major issues with the maintenance or cleaning of the buildings.
3. **LED Lighting Preplacement Program Update:** Sneed reported he expects the LED lighting replacement program will begin soon in the Historic Courthouse.
4. **Jail Building Roof Replacement Project Update:** Sneed announced the roof replacement work is finished and the roof looks great. He said the next step will be to fix the ruts and re-seed the area with grass to complete the project.
5. **Other Business Update:** None

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given By Committee Chairman Glenn Savage:

1. **Green Diamond Bike Trail Update:** Savage reported he has been working with the Waggoner Mayor to address the issue of a property owner with a trailer parked on the Green Diamond Bike Trail. Savage stated they both are working with law enforcement to come up with a solution to address the issue.
2. **Planning Commission Update/:** Savage reported they are working on housing issues in Montgomery County and a few board members are attending the meetings.
3. **MCEDC Update:** Savage stated CTI is installing fiber in the Nokomis area.
4. **Eagle Zinc Cleanup Update:** Savage reported cleanup efforts continue at the work site.

5. **Enterprise Zone Update:** Savage deferred to Coordinator Daniels, who reported the Mayor's Meeting was held on May 2<sup>nd</sup>, 2018, and was well attended. She said consultant Craig Coil addressed the Mayors and attendees with the requirements to proceed with the new Enterprise Zone Application due on December 31<sup>st</sup>, 2018.
6. **West Central Development Update:** Savage reported the committee continues to work with West Central Development to secure grants for the County.
7. **Coal Mine Update/Approval:** None.

**E.M.A and AMBULANCE REPORT:** Given by Committee Chairman Bill Bergen:

1. **Monthly Ambulance Report Update:** Bergen reported the committee was asked to meet with the Litchfield Area Ambulance Service regarding some questions about their contract.
2. **Continuity of Operations Plan (COOP) Update:** Bergen reported EMA Coordinator Nimmo has issued homework to county offices so he can develop a call tree and designate duties if there were an emergency. The committee would like to have this done by the end of the year.
3. **EMA/911 Meetings/Responses/Training Update:** Bergen reported the City of Litchfield and Nimmo prepared an Incident Action Plan for the Litchfield Pickers Market in case of emergency, and a meeting has been scheduled for May 23<sup>rd</sup>, 2018 to discuss the recent problems with phone outages. He said that EMA, 911, Information Services and Sheriff Offices will be involved in the meeting.
4. **L.U.C.A – Local Update of Census Addressing Update:** Bergen reported Nimmo has been working with Clerk Leitheiser and SOA Durston on the LUCA 2020 Census data to make sure it is updated and correct. Bergen reported some address needed to be corrected, and we learned at the Mayor's Meeting some communities did not receive their LUCA paperwork. Clerk Leitheiser stated she has offered to work with the municipalities without the Census LUCA material.
5. **Other Business Update:** Jones thanked Danny Hough and the County EMA Search and Rescue Team for all their volunteer work and efforts regarding their recent deployment to Macoupin County.

**PERSONNEL COMMITTEE REPORT:** Given by Committee Chairman Kirby Furness:

1. **Employee Health Insurance Update:** Furness stated he will be giving a monthly report on the employee usage of the Health Reimbursement Account. Furness reported the County has spent \$13,983.88 on the HRA account year to date.
2. **Union Negotiations/Strategy Planning Update:** Furness reported the committee has negotiated with both units of Local 773, Correctional Officers and Telecommunicators and have reached an agreement with both of them. He said the committee is waiting for the union employees to meet to ratify the contracts before board action.
3. **Employee and Board Member ID Badges Update:** Furness stated if any board member needs an ID Badge to have a photo taken so it can be sent to the Information Systems Department to print the badge. He said printed badges will then be sent to the County Board Office to obtain a lanyard and plastic protector.
4. **Identity Protection Act Sample Ordinance Revision Approval:** Furness reported the State's Attorney has reviewed and approved the Identity Protection Act Ordinance. **Motion by Furness and second by Mulch to approve the revised Identity Protection**

**Act Ordinance.** All in favor, motion carried. (For copy of Ordinance, see Resolution Book 17, pages 88-92).

5. **ICRMT Sample Employee Manual Updates for Review Update/Approval:** Furness stated the State's Attorney's Office is reviewing this document at this time.
6. **Executive Session to Discuss Personnel and Litigation Issues Update:** Not needed.

**ANNOUNCEMENTS:** Vice-Chairman Megan Beeler welcomed newly appointed Farm Bureau Director Katie Wilson to the County Board meeting and thanked her for her work at WSMI Radio and her involvement with the "Wet Nose Wednesday Program" promoting Animal Control services. Wilson stated she looks forward to continuing the good working relationship between the County Board and the Farm Bureau and offered her assistance when needed.

**SCHEDULE CHANGES:** None

**APPOINTMENTS:** Motion by Beck and second by Robinson to appoint Daniel Hough as Commissioner on the Montgomery County Housing Authority Board. All in favor, motion carried.

Motion by Robinson and second by Moore to appoint Breanna Watson as Trustee to the Coffeen Fire Protection District. All in favor, motion carried.

**PUBLIC COMMENTS:** Montgomery County Planning Commission Member Bill Schroeder read a statement to the full board regarding the passage of the Solar Farm Ordinance at last month's meeting. (For a copy of this statement, see Resolution Book 17, pages 93-94).

**PAY BILLS:**

1. **Approval to Pay Any Invoices to Adams PC, Books & Moore.**  
Motion by Furness and second by Robinson to pay any invoices for Adams, PC and Books & Moore. Voice Vote: In favor – 16 Against – 0, Absent – 4 Absent: Hughes, Johnson, Wendel and Young. Abstain – 1 (Moore). Motion carried.
2. Motion by Savage and second by Sneed to pay all other approved bills. All in favor, motion carried.

**ADJOURN:**

Motion by Bishop and second by Sneed to ADJOURN the Full Board Meeting until the Full Board Meeting on Tuesday, June 12<sup>th</sup>, 2018 at 8:30 a.m. in the County Board Room, Hillsboro, Illinois. All in favor, motion carried. Meeting adjourned at 10:00 a.m. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.