

Montgomery County Board

Buildings & Grounds Meeting Minutes

Date: Friday, October 5th, 2018

Time: 8:30 AM – County Board Room

Members Present: Bob Sneed, Chuck Graden, Glenn Bishop, Ron Deabenderfer, Gene Miles, and Richard

Members Absent: Evan Young

Others Present: Holly Lemons

The committee met today to discuss the following:

1. **City of Hillsboro Installation of Electricity on the North Side of the Square Update/Approval:** Hillsboro City Clerk Cory Davidson addressed the committee with a proposal where the City of Hillsboro would like to install an underground three inch electric conduit line from a pole behind the Red Rooster on Wait Street to the east side of the Historic Courthouse. A couple of electric pits will be installed for that electricity can be ran in the future south on Main Street. Davidson stated the City will take care of any cleanup issues and replace the sidewalks if they are damaged. Two pot holes at each end will contain a meter base that the city will use in the future to put electricity down mains street and Davidson stated the County would also be able to hook up to it if needed. This work will be performed at the expense of the City of Hillsboro. Sneed stated that the sidewalks around the Historic Courthouse also need replaced and Davidson will take this request back to Mayor Sullivan. **Motion by Ron Deabenderfer and second by Gene Miles to approve the request from the City of Hillsboro to install the electricity on the east side of the Historic Courthouse. All in favor, motion carried.**
2. **Smart Watt Energy Survey Audit Update/Approval:** Sneed reported that he will be meeting with Smart Watt representatives on October 18th, 2018 and we will be deciding what we are going to do at the November meeting when they present their recommendation and proposal for the energy audit. Smart Watt was at the Recycling Facility to see if they can put solar out there. Bishop stated he checked with Mayor Sullivan regarding the purchase of the ground to the City of Hillsboro for the property.
3. **Emergency Lighting at the Historic Courthouse Update/Approval:** Sneed reported Mark Brown has been installing new batteries in the emergency lighting in the Historic Courthouse.
4. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported that outlet was installed for the projector at the Annex Conference Room for \$212. Sneed has not heard of any cleaning issues at the Historic Courthouse. Sneed stated the mower was repaired for \$845 to fix the PTO and the clutch. Neuhaus fixed the air conditioning unit for the SOA office. Sneed reported that Johnson Controls had to replace some switching on the Chiller unit at the New Courthouse.
5. **LED Lighting for other County Buildings through the AMEREN Program Update/Approval:** Sneed reported that A & D Electric has completed installing the new LED lighting in the county buildings except the Health Department. The energy savings will be about \$4,000 per year.
6. **AMEREN pipeline project on County Farm Update/Approval:** The committee will review and discuss AMEREN's plans to replace a gas pipeline that may go through the county farm.
7. **Lactation Room at the Courts Complex Update/Approval:** Holly Lemons presented public act #100-0947 that requires a lactation room at all Circuit Courts. Lemons reported she has a designated area in her office for employees but not for the public. This area is required to be a private space. Lemons stated the Law Library room is underutilized and can probably be modified into a conference room and lactation room. Clerk Lemons will get with Judge Roberts to check out the options for these areas and other space issue concerns he discussed at the budget hearings and bring the info back to the committee.
8. **Hillsboro Recycling Center Parcel Update/Approval:** The committee will discuss the lease or purchase of the Hillsboro Recycling Center with the City of Hillsboro.
9. **Other Business Update/Approval:** Committee received a new copy of the FY 2019 revenue and budget proposals that will be presented to the full board on Tuesday.
10. **Public Comments:** None

Motion by Glenn Bishop and second by Richard Wendel to pay the bills. Motion carried.

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

Meeting adjourned at 9:40 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, September 25, 2018

Time: 8:30 am – County Board Room

Members Present: Evan Young, Connie Beck, Megan Beeler, Bill Bergen, Kirby Furness, Gene Miles, Glenn Savage, Bob Sneed

Members Absent:

Others Present: Bill Schroeder and Jay Martin

The committee met today to discuss the following:

Coordinating Committee: Evan Young, Board Chairman:

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

Finance Committee: Megan Beeler, Chairman

1. **Earthquake Insurance ICRMT Quotes Update/Approval:** Franzen will bring figures with the renewal.
2. **SOA Report Update/Approval:** Durston will report.
3. **Capital Improvement Fund Reports Update/Approval:** Committee will discuss.
4. **FY 2019 Budget Update/Approval:** Will have a long conversation with the deficit. About \$200,000. You can go through and make cuts to individual lines based on spending year to date, still doesn't balance. Beeler stated another option would be to do an additional 3% cut for everyone across the board except for salaries and that would just barely balance the budget.
5. **Resolution to Convey Trustee Deed for Parcel # 09-05-229-008 in Audubon Township to Mitchell K. Wood Update/Approval:** The committee will review and discuss.
6. **Resolution to Convey Trustee Deed for Parcel # 20-24-485-004 in Grisham Township to Robert Hoxsey Update/Approval:** The committee will review and discuss.
7. **Resolution to Convey Trustee Deed for Parcel # 16-01-329-014 in Hillsboro Township to the City of Hillsboro Update/Approval:** The committee will review and discuss.
8. **Resolution to Convey Trustee Deed for Parcel # 16-12-252-028 in Hillsboro Township to the City of Hillsboro Update/Approval:** The committee will review and discuss.
9. **Resolution to Convey Trustee Deed for Parcel # 10-33-252-001 in North Litchfield Township to John and Linda Marty Update/Approval:** The committee will review and discuss.
10. **Executive Session for Personnel/Litigation Update/Approval:** (if needed)
11. **Bid out Property in Farmersville Update/Approval:** Was tabled last month. It will need an easement for the bike trail. Someone stores rock on it. Megan is going to check with Cody Greenwood.
12. **Circuit Clerk PA 987 Update/Approval:** – Circuit Clerk sent an email to Beeler regarding a law that would give Illinois State Police about \$220,000 in revenue that was coming to the county.
13. **Recycling White Box Truck Update/Approval:** The committee will discuss.
14. **Highway Department Building Update/Approval:** The committee will discuss.
15. **Other Business Update/Approval:** None

Building & Grounds Committee: Bob Sneed, Chairman

1. **Smart Watt Energy Survey Audit Update/Approval:** Orry Cummings will come to the meeting to discuss the progress of the energy audit.
2. **Emergency Lighting at the Historic Courthouse Update/Approval:** Mark Brown has been installing new batteries in the emergency lighting in the Historic Courthouse.
3. **Maintenance and Cleaning Issues and Report Update/Approval:** Mark Brown will report.
4. **LED Lighting for other County Buildings through the AMEREN Program Update/Approval:** A & D Electric has completed installing the new LED lighting in the county buildings except for the New Courthouse.

5. **AMEREN pipeline project on County Farm Update/Approval:** The committee will review and discuss AMEREN's plans to replace a gas pipeline that may go through the county farm.
6. **Lactation Room at the Courts Complex Update/Approval:** Holly Lemons will be present to address the committee for the need for a lactation room at the courts complex.
7. **Hillsboro Recycling Center Parcel Update/Approval:** The committee will discuss the lease of the Hillsboro Recycling Center.
8. **Other Business Update/Approval:** None

Economic Development Committee: Glenn Savage, Chairman

1. **Montgomery County Growth Initiative Update/Approval:** The committee will discuss.
1. **Planning Commission Update/Approval:** The committee will discuss.
2. **MCEDC Update/Approval:** Belusko give an update.
 - Revolving Loan Fund Update/Approval:
 - CEO Program Update/Approval:
 - Broadband/Fiber Project Update/Approval: CTI is currently hooking up customers on Fairground Street in Hillsboro.
3. **Tourism Update/Approval:**
 - Tourism Financial Grant Application (draft) Update/Approval: The committee will discuss.
4. **Eagle Zinc Cleanup Update/Approval:** Savage reported he has seen clean dirt at the site.
5. **Enterprise Zone Update/Approval:** Fall EZ Conference is on Thursday and Friday first week of October. The next Mayor's Meeting will be held on Thursday, October 11th, 2018 at 6:00 pm in the County Board Room. Curt and Mat helped set up a drop box with Craig Coil in order to share documents back and forth.
6. **West Central Development Update/Approval:** EDA funding Issue. The committee will discuss.
7. **Solar Seminar Update/Approval:** Savage will attend the solar seminar on September 28th, 2018.
8. **Other Business Update/Approval:** None

E.M.A./Ambulance Committee: Bill Bergen, Chairman

1. **EMA Report Update/Approval:** Greg Nimmo will report. Bergen stated the EMA truck was fixed and now the tires need to be replaced. The committee discussed the issues with maintenance for the truck.
2. **Revised 911 Contract with the Sheriff's Department Update/Approval:** The revised contract was given to Evan to review and sign.
2. **Ambulance Billing Office Update/Approval:** Sherry Greenwood will report.
3. **Other Business Update/Approval:** Bergen wanted to know if the IT employees could report and fall under the EMA committee since their committee doesn't have that much to do or be responsible for.
Bergen also mentioned the email from Brian Sullivan that was sent to all board members regarding the prescription drug program with CIBC and feels there is a possibility to save money for the employees and the county.

HWE Committee: Connie Beck, Chairman

1. **Elections Update/Approval:** Clerk Leitheiser will give an update and is conducting election judge training today.
2. **EPA Report Update/Approval:** Gonet will report.
3. **Recycling Program and Events Update/Approval:** Bishop will report.
 - Baler replacement – Evan Young has negotiated a price for the refurbished baler from DeHart and a voucher will be signed today for the ½ down payment.
 - White box truck – Beck reported that the 2000 box truck has a transmission problem and it could go out any day. Young stated that we need a second opinion on the truck and thinks we should take it to Route 66 Truck Repair in Hillsboro.

4. **Animal Control Facility Program Update/Approval:** Daniels will report. Beck reported they are working on hiring some part time people. There were only two people that applied and they already have a part time job so we have to schedule around their other work schedules.
 - Municipal Contracts – Connie Beck and Amanda will meet with States Attorney Hitchings to review the municipal contracts.
5. **Other Business Update/Approval:** None

Personnel Committee: Kirby Furness, Chairman

1. **Employee Health Insurance Update/Approval:** Tony Johnson from CIBC will report.
 - Monthly HRA report.
2. **Union Negotiations/Strategy Planning Update/Approval:**
 - FOP Union Negotiations for contract ending 11/30/18. We have heard from Russillo and Kirby will call him to follow up for a meeting to exchange proposals.
 - Local 397 – SOA, States Attorney and Ambulance billing Union Negotiations were held last night and were settled in one half hour. A four year contract was settled for \$.35 per hour salary increase for the first year and \$.30 per hour for each of the following three years.
 - Local 148 Circuit Clerk Union Negotiations for contract ending 11/30/18. We have not heard from them yet.
3. **ICRMT Sample Employee Manual Updates for Review Update/Approval:**
4. **Cyber Security On-Line Training Update/Approval:** Kirby Furness reported that there is almost 100% participation on employees completing the cyber security training. There are two elected officials that stated they will not take the training and the committee will discuss.
5. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** If needed
6. **Other Business Update/Approval:** None

Road & Bridge Committee: Gene Miles, Chairman

1. **Dakota Access Pipeline Project – Surety Bond Update/Approval:** Young reported that he received an email from Cody Greenwood that stated they may be coming with an offer to settle the damages to roads done when they put in the pipeline.
2. **Other Business Update/Approval:** Miles stated that he didn't know that Cody was going to Hurst-Rosche for estimates for new buildings at the county farm. Miles reported about the road near the Quarry.

Motion to Adjourn by Beck and second by Beeler. All in favor, motion carried.

Meeting adjourned at 9:40 am.

The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

Montgomery County Board

Economic Development Committee Meeting Minutes

Date: Monday, October 1st, 2018

Time: 5:30 pm– County Board Room

Members Present: Glenn Savage, Megan Beeler, Ron Deabenderfer, and Donna Yeske.

Members Absent: Robert Mulch and Evan Young

Others Present: Sandy Leitheiser

The committee met today to discuss the following:

1. **Montgomery County Growth Initiative Update/Approval:** Savage reported there is nothing new to report at this time.
2. **Planning Commission Update/Approval:** The next meeting will be held on October 24th, 2018 at 5:30 pm in the Conference room of the Historic Courthouse. Savage reported they will drop the property tax freeze idea discussed at the last meeting.
3. **MCEDC Update/Approval:** Belusko sent an email update that stated she will be making calls for business retention visits starting tomorrow and hope to finish my visits during October and November. Belusko sent an invite for the Montgomery County Summit that focuses on Using Technology to Increase Your Bottom Line. The meeting is scheduled for October 25th, 2018 at LLCC from 6:00 PM to 9:00 PM.
 - **Revolving Loan Fund Update/Approval:**
 - **CEO Program Update/Approval:** The annual meeting was held in September and the meeting went well, but attendance was less than desired. This year's class is going well and the class project will be the shark tank.
 - **Broadband/Fiber Project Update/Approval:** CTI is currently hooking up customers in the Hillsboro area.
4. **Tourism Update/Approval:**
 - **Tourism Financial Grant Application (draft) Update/Approval:** Valerie Belusko is making some changes to the draft to submit to the committee for review
5. **Eagle Zinc Cleanup Update/Approval:** Savage reported they continue to move clean dirt onto the Eagle Zinc Site.
6. **Enterprise Zone Update/Approval:** Daniels reported the Fall EZ Conference will be held this Thursday and Friday and the next Mayor's Meeting will be held on Thursday, October 11th, 2018 at 6:00 pm in the County Board Room. Curt Watkins and Mat Marietta helped set up a drop box with Craig Coil in order to share documents back and forth. Revised Ordinances, Resolution to abate taxes and Intergovernmental Agreements will go out to Taxing Authorities for their approval in October and November.
7. **West Central Development Update/Approval:** Savage reported that he and Jersey County Board Chairman Don Little discussed the need to work on organizing a new group with like interests to work on our EDA funding grants.
8. **Solar Seminar Update/Approval:** Savage attended the solar seminar on September 28th, 2018 and reported Montgomery County has a good Solar Ordinance and it follows Illinois guidelines. Charge reasonable fees. The State of Illinois has calculated the tax you can charge on megawatt. Savage reported that the taxes are \$218,000 per megawatt and that includes the land and structures on it. The State has been funding this and they will have a lottery for businesses that want to apply for a solar farm. Beeler stated we need to check with the Planning Commission to see if we need to address taxing per megawatt like the State just approved. The Department of Agriculture regulates the Solar Energy Farms.
9. **FY 2018 Budget Update/Approval:** Beeler reported a memo went out to all Board Members and Department Heads regarding the FY 2019 budget inviting them to the Finance Committee meeting this Thursday to discuss the proposed budget cuts she made to the general fund to get it to balance. Beeler reported there was a 6% increase in health insurance costs.
10. **Public Comments Update/Approval:** None

There were no bills for approval this month.

Motion by Donna Yeske and second by Ron Deabenderfer to adjourn the meeting. All in favor, motion carried.

Meeting was adjourned at 6:45 pm. Minutes respectfully submitted by Christine Daniels.

Montgomery County Board

EMA Committee Meeting Minutes

Date: Tuesday, October 1st, 2018

Time: 8:30 AM EMA Office

Members Present: Bill Bergen, Chuck Graden, Connie Beck, Mark Hughes and Connie Beck

Members Absent: Evan Young,

Others Present: Greg Nimmo

The Committee met to discuss EMA Old and New Business:

1. **Shredding Update/Approval:** The shredding project of the old documents is almost complete.
2. **Hours of Work Update/Approval:** Sherry Greenwood stated that she and Mona Lewis have discussed working four day work weeks like other offices are starting to do. Greenwood stated they would each have a Monday and Friday off each week and would alternate weeks so that they would have a four day weekend every couple of weeks. Greenwood stated the Probation Office has started working four day work weeks. Bergen stated he would like to check with the Personnel Committee first to see if this is OK since this office is in a Union. Local 397 that represents the SOA, States Attorney and EMA Offices reached a tentative agreement last week with the Personnel Committee and it will be voted on at the October Full Board meeting. **Motion by Mark Hughes and second by Richard Wendel to recommend letting the EMA staff for four day work week pending Committee Chairman checking with the Personnel Committee. All in favor, motion carried.** If approved, the staff will change hours at the next pay period in two weeks.
3. **Making Copies as Requested Update/Approval:** Sherry Greenwood asked if they could charge for copies that businesses or attorneys request. Greenwood will check with Clerk Leitheiser and the States Attorney's Office to see if they need a cost study in order to charge for copies requested.
4. **Computer Screens for Ambulance Billing Update/Approval:** Greenwood reported this is the first day they are looking up and storing work on the "cloud" and they need an extra computer screen to look up the .pdf files while they are working on their computer. The committee discussed getting two smaller screens for each desk so they will fit rather than the one large one they currently have. **Motion by Chuck Graden and second by Mark Hughes to purchase four screens for the ambulance services office. All in favor, motion carried.**

EMA Old Business

Coop Plan – Nimmo reported he continues to work on the Coop Plan with the offices that are identify records and information to get their offices up and running within 72 hours of a disaster or emergency. we are working on the plan. Phase one was identifying essential personal and job duties.

EMA/911 Meetings/Responses/Training

9/04/18 – Monthly Alarm Panel Testing, WxSiren and Starcom Testing was conducted.

9/4/18 through 9/6/18 Greg Nimmo attended the IEMA Training Summit.

9/12/18 – Nimmo attended the Litchfield School After Action Response meeting and Senator Manar and Representative Bourne attended to watch the video taken of the school shooting exercise that was held in August. Nimmo reported the video will be used for other county school trainings and explained the small drone was used inside the school and the large drone was flown outside.

9/12/and 9/13/18 – Nimmo attended the School Preparation Class that was conducted in the County Board room by Joe Gasparich. Nokomis and Lincolnwood School District personnel, EMS and fire folks were among the people attending the class. Nimmo stated we had a \$3,000 training budget for this year.

9/20/18 – Nimmo reported the Accreditation packet has been completed and turned in and we are waiting for approval for the next two years.

911 Funds: Nimmo reported that the 911 board met on August 21st, 2018 and bills were approved by the 911 board and they were submitted for payment. Nimmo stated that he thought the bills were paid after the September full board meeting and then found out from a vendor waiting on payment that they were not paid. Nimmo reported he got involved with Clerk Leitheiser and Treasurer Jay Martin and there were complications on who was going to pay. Nimmo stated by state statute the 911 board has their own money and approves their bills. Since the process wasn't worked out, Jay Martin said that Megan Beeler was working with the States Attorney to get these older bill paid. The bills are paid differently since 911 was taken out of the Sheriff's Office. The statute says the Treasurer is the funding agent for the 911 bills. Because of the new process, all the bills are processed through Clerk Leitheiser's Office. Nimmo stated he will host a meeting with the States Attorney, Megan Beeler, Evan Young, Sandy Leitheiser and Jay Martin to get this issue resolved of getting the bills paid.

911 Radios: Nimmo reported that in the past couple of weeks there have been three failures on the main 911 system that is old and failing. Nimmo had two vendors look at it and they found the transmitter inside the equipment is failing. It is still functioning right now, but Nimmo approved an equipment purchase of \$5,000 to keep the system operational. Nimmo stated that if this system goes down, we can't dispatch first responders.

Truck Tires- Nimmo reported one tire is leaking so he contacted Victory Land Ford and Megan Beeler. Nimmo found a tire sale at Victory Lane to purchase four tires for \$630 and contacted Megan Beeler. Beeler responded by saying the budgets are tight and he needed to figure something else out until the new budget year. Nimmo stated they found three pin holes in the tire that can't be fixed so he put some material in the tire to plug the holes and it is working so far. Nimmo also reported that we get ½ of the expenses on the truck back from the state including fuel. Nimmo stated the truck is needed because he is on call 24 hours a day 365 days a year and needs the truck for emergency call outs.

Pay Bills: Motion by Chuck Graden and second by Mark Hughes to pay the bills. All in favor, motion carried.

Adjourn: Motion by Connie Beck and second by Richard Wendel. All in favor, motion carried.

Meeting adjourned at 9:35 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 Finance Committee Minutes

Date: Thursday, October 4th, 2018

Time: 8:30 AM – County Board Room

Members Present: Megan Beeler, Glenn Bishop, Kirby Furness, Jim Moore, Mike Plunkett, Bob Sneed and Chairman Evan Young.

Others Present: Sandy Leitheiser, Ray Durston

The committee met to discuss the following:

1. **Earthquake Insurance ICRMT Quotes Update/Approval:** Beeler reported that Tom Franzen will bring information regarding the earthquake insurance with the annual county renewal in November.
2. **SOA Report Update/Approval:** Durston reported the Board of Review has received 20 complaints so far and they have processed 181 Certificates of Errors for 2017 tax bills. Durston stated they have completed entering the Assessor changes and balanced the abstract at the Assessor level so that they can calculate the township factors. Durston hopes to publish changes in the next two to three weeks. Durston reported that GIS Tech Kevin is working on digitizing annexations and has finished cleaning up topology errors and is keeping up with map work and Plat Act reviews. Belusko has requested some EZ maps and will work on printing pages to update map books for the Treasurer's Office.
3. **Capital Improvement Fund Reports Update/Approval:** The committee reviewed the Capital Improvement Fund report.
4. **FY 2019 Budget Update/Approval:** Beeler reported the revisions have been made to the FY 2019 Revenue and Expense reports to get the general fund to balance. Beeler went over the expenses that she made changes to. Under Sheriff Robbins stated the Prisoner Medical expenses for this year are going up because there has been an average of 42 detainees per day and the medical expense contract was negotiated at 25 per day. Plunkett asked about the revised full time salary decrease for the Treasurer's Office and thought that after the budget hearings this was reinstated back to four full time employees. **Motion by Mike Plunkett and second by Jim Moore to put the Treasurer's Full time line item to \$127,235 and to zero out the part time line item. Roll Call Vote: Yes = 4 and No = 2. Voting No is Beeler and Furness. Voting Yes are Bishop, Moore, Plunkett and Sneed. Motion carried.** Glenn Bishop asked about digitizing old collector books and records in the Treasurer's Office that are stored in the basement. Martin replied that hardly anyone looks at those old records and it would be costly to digitize the old books. The Treasurer's Office doesn't have a lot of money in their Automation fund and Beeler stated it is not the obligation of the board to pay for those expenses. Circuit Clerk Lemons explained her process of digitizing the old court records from her Automation funds. Leitheiser stated there are genealogy type people that come and want to research the old collector books but they are stored in a dark and moldy area that people don't want to access. Leitheiser stated she is thankful to have automation funds and would be willing to share her automation funds to help digitize the Treasurer books if they were done in house by Treasurer Staff. Martin stated the old books are not used that much. Beeler reported the States Attorney Reimbursement from the State is 66 2/3% and the Public Defender get 90% of the States Attorney's Salary by State Statute so that salary needs to be increased. Under Sheriff Robbins stated the Sheriff's Office cut an administrative person and they need to hire and put on a deputy back into the budget for FY 2019. Robbins explained this Deputy Position was not filled two years ago when some resigned, so Robbins is asking for that deputy back and it will help cut the overtime expenses. **Motion by Mike Plunkett and second by Glenn Bishop to add a full time deputy at the starting salary to the Sheriff's FT 2019 budget. Roll Call Vote: Voting Yes – Plunkett and Bishop. Voting No – Beeler, Furness, Moore and Sneed. Motion failed.** The committee discusses the EMA and 911 budgets with the insurance and HRA changes. The committee discussed the IMRF funding. Beeler reported there needs to be a discussion of funding

- the deficit for the recycling program. The short fall is about \$90,000. **Motion by Bob Sneed and second Kirby Furness to take up to \$90,000 from Office 375 to subsidize the Recycling Program for FY 2019. All in favor, motion carried.** Jim Moore asked Connie Beck and the HWE Committee to look at alternative options to fund Recycling next year. The committee discussed the county levy per state statute could be .27% and we are currently levying .2025%. The committee then discussed the line item changes for Office 375, Capital Improvement fund.
5. **Increase of the Public Defender's Salary Resolution Update/Approval:** Beeler reported that effective July 1st, 2018 the State of Illinois changed the States Attorney's Salary to \$170,171 and the Public Defender by State Statute is to be paid 90% of that salary which would change that salary from \$149,857 to \$153,154.17.
 6. **Adding Budget Line Items during the Fiscal Year Update/Approval:** Beeler stated that 911 needed to pay some bills that were not in the FY 2018 budget book and the Auditor and States Attorney were asked ant as long as Personnel and Capital Improvement line items are not involved, you can move money within the office budget. The bills that were proposed were not in these two items, we feel we can pay these couple of bills. Clerk Leitheiser stated she reached out to Rick with KEB and he is going to prepare something for the committee in regards to this issue. Beeler stated there has not been money moved between funds for a fiscal year. Sandy Leitheiser stated we need to be careful because there are watchdog groups everywhere. The general public may not understand the budget and make a change and could be perceived as changing a budget. 911 is not a county board authorized budget. Leitheiser stated her office will pay the bills.
 7. **Resolution to Convey Trustee Deed for Parcel # 09-05-229-008 in Audubon Township to Mitchell K. Wood Update/Approval:** Motion by Moore and second by Furness to approve Resolution to Convey Trustee Deed for Parcel #09-05-229-008 in Audubon Township to Mitchel K. Wood. All in favor, motion carried.
 8. **Resolution to Convey Trustee Deed for Parcel # 20-24-485-004 in Grisham Township to Robert Hoxsey Update/Approval:** Motion by Sneed and second by Moore to approve Resolution to Convey Trustee Deed for Parcel #20-24-485-004 in Grisham Township to Robert Hoxsey. All in favor, motion carried.
 9. **Resolution to Convey Trustee Deed for Parcel # 16-01-329-014 in Hillsboro Township to the City of Hillsboro Update/Approval:** Motion by Moore and second by Furness to approve Resolution to Convey Trustee Deed for Parcel #16-01-329-014 in Hillsboro Township to the City of Hillsboro. All in favor, motion carried.
 10. **Resolution to Convey Trustee Deed for Parcel # 16-12-252-028 in Hillsboro Township to the City of Hillsboro Update/Approval:** Motion by Furness and second by Sneed to approve Resolution to Convey Trustee Deed to Parcel # 16-12-252-028 in Hillsboro Township to the City of Hillsboro. All in favor, motion carried.
 11. **Resolution to Convey Trustee Deed for Parcel # 10-33-252-001 in North Litchfield Township to John and Linda Marty Update/Approval:** Motion by Sneed and second by Furness to approve to approve Resolution to Convey Trustee Deed for Parcel # 10-33-252-001 in North Litchfield Township to John and Linda Marty. Motion carried.
 12. **Bid out Property in Farmersville Update/Approval:** Beeler stated that Cody Greenwood said we don't have a rock pile storage area in the property in Farmersville that is to be bid out. **Motion by Kirby Furness and second by Jim Moore to bid out the Property pending approval from the States Attorney.**
 13. **Circuit Clerk PA 987 Update/Approval:** Circuit Clerk Lemons reported that PA 100-987 passed and will be effective January 1st 2019 that will require uniform fines and fees for traffic and criminal cases. No matter what it costs for a DUI in Montgomery County it would now be the same amount of fines and fees as in Cook County. The bottom line major impact is that we will see an increase in some fees like document storage which now eliminates any resolutions that were passed by the county board before. Lemons explained that a one lump check will be divided into the general fund to be distributed accordingly. The bad news is the wording regarding traffic citations.

Lemons reported that 90-95% of the tickets are issued by the State and this revenue will not come to the county anymore. Lemons stated that last year this amounted to \$220,000. Lemons further reported that people get to petition for reduced fees and this will double everything they are doing once people find out they can do this. Lemons reported our software company is working on this issue and we have until July 1st, 2019 to get this adjusted. The administrative office will also be working on the changes for this and Lemons reported this Public Act is a trial basis and sunsets in 18 months.

14. **Recycling White Box Truck Repair/Replacement Update/Approval:** Beeler stated the transmission went out on the smaller white box truck and the committee reviewed the two options for the repair; however there is no money in this year's budget to fix it at this time. The HWE committee will be reviewing and discussing other options.
15. **Highway Department Building Improvements/Property Update/Approval:** The committee discussed the current issues with the Highway Department Buildings. Engineer Greenwood reported that all the storage sheds have rotted poles that need replaced. The boiler is old, there are water line issues, issues with floor and roof drains tied into sewers etc. There are plumbing and roof issues in the office/shop building. Greenwood stated the Road and Bridge Committee talked about moving the facility out of the residential area so he hasn't looked into the cost of repairs to the current buildings. Greenwood will check into other options of repairs to the current buildings.
16. **Executive Session for Personnel/Litigation Update/Approval:** Motion by Kirby Furness and second by Jim Moore to enter into executive session to discuss personnel. All in favor, motion carried. Time 12:05 PM.
Motion by Jim Moore and second by Bob Sneed to come out of executive session. All in favor, motion carried. Time: 12:10 PM. No action was taken by the committee.
17. **Other Business Update/Approval:** None
18. **Public Comments Update:** None

Motion by Kirby Furness and second by Bob Sneed to pay bills and approve payroll. All in favor, motion carried.

Motion by Kirby Furness and second by Bob Sneed to adjourn the meeting. All in favor, motion carried. Meeting adjourned at 12:20 PM. 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 Agenda

Date: Tuesday, October 2nd, 2018

Time: 4:00 PM – County Board Room

Members Present: Connie Beck, Chuck Graden, Jeremy Jones, Earlene Robinson, Richard Wendel and Megan Beeler

Members Absent: Sandy Johnson and Chairman Young.

Others Present: Sandy Leitheiser, Ben Bishop, Bill Gonet

The committee met today to discuss the following:

1. **Elections Update/Approval:** Clerk Leitheiser reported that early voting and voting by mail services are underway and everything is running smoothly for the General Election.
2. **EPA Report Update/Approval:** Gonet shared his monthly inspection report and his activity report for September.
3. **Recycling Program and Events Update/Approval:** Bishop reported the older white box truck broke down and they took it to two places for quotes to fix it. He said the transmission needs replaced. The committee had a lengthy discussion on whether to put more money in fixing an older truck. Clerk Leitheiser stated that this is the truck they use to deliver and pick up all the election equipment at the polling places and stressed the importance of utilizing the county recycling truck to secure election equipment and to have a recycling employee drive the truck. Leitheiser said she checked about renting a truck and it was very expensive and she was concerned the election equipment would not be secure. Beeler stated there is not enough money in the budget to get the truck fixed at this time and asked about the use of the MABAS trailer for moving the election equipment. Leitheiser checked with EMA Coordinator Nimitz via text and reported he said that option would not be feasible because of the shelving units and other equipment in the trailer, plus the MABAS trailer isn't owned by the county. **Motion by Chuck Graden and second by Richard Wendel to recommend using the larger white recycling truck for delivering and picking up the election equipment. All in favor, motion carried.** Robinson said the recycling program will have to make due for the three days that the election equipment will be delivered and picked up. The committee discussed the older box truck is probably not worth getting repaired.
4. **Animal Control Facility Program Update/Approval:** Beck reported that part time position has been filled and the States Attorney will meet with Amanda Daniels regarding the municipal contracts. Beck also stated that the part time helpers from West Central Development Council are no longer working at the facility and they don't have any low income youth signed up with the program to work. Beck explained when the budget was turned in back in May, we thought they would work out and the part time line item was lowered by over \$9,000. Beck reported that this funding needed to be put back into the part time line item for FY 2019 budget and asked that it be reinstated at the current level of FY 2018 which is \$39,396.
5. **Other Business Update/Approval:** None
6. **Public Comments:** None

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

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

Meeting adjourned 4:50 pm.

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

Montgomery County Board Special Personnel Committee Meeting Minutes

Date: Thursday, September 24th, 2018

Time: 4:30 pm - County Board Room

Members Present: Kirby Furness, Bill Bergen, Sandra Johnson, Robert Mulch, and Mike Plunkett.

Members Absent: Donna Yeske and Chairman Evan Young

Others Present: Bill Traylor and Gayle Woods

The committee met to discuss the following:

Union Negotiations with Local 397 Update/Approval: – SOA, States Attorney and EMA –

Local 397 business agent Bill Traylor addressed the committee regarding wage negotiations and agreed with a four year contract with some language changes for Article 1 – “Fair Share Deductions” and Article 18 regarding Health Insurance. Bill Traylor stated he would take the tentative agreement to his union members and let the Personnel Committee know the outcome in the next couple of days.

Motion by Mike Plunkett and second by Bob Mulch to recommend the approval of the union contracts with Local 397 representing Office of the Supervisor of Assessments, EMA and States Attorney. All in favor, motion carried.

Motion to adjourn by Bill Bergen and second by Bob Mulch. All in favor, motion carried.

Meeting adjourned at 5:10 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
Personnel Committee Meeting Minutes**

Date: Thursday, September 27th, 2018

Time: 5:00 pm - County Board Room

Members Present: Kirby Furness, Bill Bergen, Robert Mulch, Mike Plunkett and Megan Beeler

Members Absent: Sandra Johnson, Donna Yeske and Chairman Evan Young

Others Present: Sandy Leitheiser and Amanda Mast

The committee met to discuss the following:

1. **Employee Health Insurance Update/Approval:** Amanda Mast from CIBC reported that the Health Alliance initial renewal came in at 6.4% and Tony Johnson will go to upper management and ask for a rate relief. Mast shared an employee benefits update report that shows the HRA utilization rate as of 9/26/18 at 8.92%. Mast stated she will plug in the rate increase and send the report to show the costs to the county and the employees. The committee discussed the prescription drug program regarding emails sent to Tony Johnson from Brian Sullivan concerning PBM (pharmacy benefit manager) and spread pricing on drugs. Mast reported that the Lincoln Financial Dental renewal is a 14% increase. The Life/ADD, Voluntary Life and Vision renewals will be in December 2019. Mast reported they will negotiate with Lincoln Financial regarding the dental renewal and they will shop other dental insurance companies for a lower rate. Mast stated she will be able to send an update on the dental insurance in the next week or two. Mast stated AFLAC provides FSA administration for free and currently we have BPC providing this service for \$3.90 per employee and there are a total of 29 employees on the flex spending account. Liz Holcomb reported there have been some issues where employees use their BPC card and then also have to provide a receipt a month or two later. The cost paid to BPC is about \$1,350 per year and we could save that money if we go with AFLAC to administer the FSA. Mast will call AFLAC to ask what their process is for handling FSA's.
2. **Union Negotiations/Strategy Planning Update/Approval:**
 - FOP Union Negotiations for contract ending 11/30/18. We have heard from FOP Union Representative Mark Russillo and Kirby Furness will call him to follow up for a meeting to exchange proposals.
 - Local 397 – SOA, States Attorney and Ambulance billing Union Negotiations were held last night and were settled in one half hour. A four year contract was settled for \$.35 per hour salary increase for the first year and \$.30 per hour for each of the following three years.
 - Local 148 Circuit Clerk Union Negotiations for contract ending 11/30/18. We have not heard from them yet.
3. **ICRMT Sample Employee Manual Updates for Review Update/Approval:** The committee reviewed and discussed the ICRMT sample employee manual updates and are OK with implementing them in the personnel manual. The cyber security training section needs to be revised with Curt Watkins' input and he will be invited to next month's meeting. Plunkett suggested making the changes reviewed tonight and add it to the current manual in "red" so the committee can review it next month and see the changes.
4. **Cyber Security On-Line Training Update/Approval:** Kirby Furness reported that there is almost 100% participation on employees completing the cyber security training. There are two elected officials that stated they will not take the training and Furness will call them to discuss any issues.
5. **Executive Session to Discuss Personnel and Litigation Issues Update/Approval:** Not needed
6. **Employee Flu Shots Update/Approval:** Committee discussed the annual flu shots offered and given by the Health Department. The date is scheduled for Tuesday, October 9th, 2018 at 7:45 am in the conference room on the second floor of the Historic Courthouse. Flu shots will then be given at the New Courthouse at 10:00 am on the first floor. **Motion by Robert Mulch and second by Bill Bergen to approve flu shots for the county employees. All in favor, motion carried.**
7. **Other Business Update/Approval:** None
8. **Public Comments:** None

Motion to adjourn by Robert Mulch and second by Mike Plunkett

Meeting adjourned at 5:50 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, October 3rd, 2018

Time: 8:30 AM – Highway Department

Members Present: Gene Miles, Earlene Robinson, Bill Bergen, Mark Hughes, Dillon Clark, Jim Moore and Megan Beeler.

Members Absent: Evan Young

Other Present: County Engineer Cody Greenwood

The committee met to discuss the following:

- Resolution #2018-20 to appropriate funds for 1181 B-CA, Silo Trail, 50% Pitman Township 50% County Pipe Culvert Replacement Project Update/Approval:** Engineer Greenwood reported the total cost for this project is \$8,500 and the county share is \$4,250 that will be paid out of county aid to bridge fund. **Motion by Jim Moore and second by Mark Hughes to approve Resolution #2018-20 to appropriate funds for 1181 B-CA on Silo Trail and the county share is \$4,250. All in favor, motion carried.**
- Resolution #2018-21 to appropriate funds for 1182 B-CA, on North 29th Avenue, a 50% Pitman Township/50% County Pipe Culvert Replacement Project Update/Approval:** Total cost is \$7,500 and our share is \$3,750 that will be paid out of the #850 out of county aid to bridge fund. **Motion by Jim Moore and second by Mark Hughes to approve Resolution #2018-21 to appropriate funds for 1182 B-CA on North 29th Avenue and the County share is \$3,750. All in favor, motion carried.**
- Resolution #2018-22 to appropriate funds for 1183 B-CA, West County Line Road, a 57.31% Macoupin County/42.69% Montgomery County Pipe Culvert Replacement Project Update/Approval:** Greenwood reported this project has a total cost is \$30,867.36 and we split the cost with Macoupin and their portion is 57.31% and our portion is 42.69%. Macoupin County will take the lead on this project. Montgomery County's cost will be \$13,176.61 to be paid from the County Aid to Bridge Fund. **Motion by Bill Bergen and second by Earlene Robinson to approve Resolution #2018-22 to appropriate funds for 1183 B-CA on West County Line Road and the County share is \$13,176.61. All in favor, motion carried.**
- 2019 Road and Bridge Committee Dates Update/Approval:** Committee reviewed and approved the committee dates for 2019. **Motion by Mark Hughes and second by Jim Moore to approve the 2019 Road and Bridge committee dates. All in favor, motion carried.**
- Engelman Addition, minor subdivision south of Nokomis, Update/Approval:** Greenwood reported he was approached with a subdivision approval south of Nokomis that involves 10 acres. Green shared the plat revision maps for the area outside of Nokomis. **Motion by Earlene Robinson and second by Dillon Clark to recommend the approval of the Engelman Addition minor subdivision south of Nokomis. All in favor, motion carried.**
- Sale of Used Tandem Dump Truck Update/Approval:** Greenwood reported he planned to advertise the used tandem dump truck and have sealed bids opened on November 1st, 2018. The ad was sent to the Township Prospective Magazine to put in the October issue but it wasn't put in so Greenwood will have it put in the November issue.
- FY19 Heavy Equipment Purchase Update/Approval:** Greenwood reported the FY 2019 budget has a new wheel loader budgeted. Greenwood shared an estimate from CAT for the loader on the State bid for a total of \$115,158 which includes a \$27,000 trade in for our old

loader. The current loader is a 1987 150 HP CAT 950 B with 7,000 hours and the bucket is a 3.5 yard. The newer style has a better performance series bucket with a 3.7 yard scoop. The committee discussed waiting to purchase this loader until after the fiscal year.

8. **Dakota Access Pipeline Update/Approval:** Greenwood reported he spoke with Dakota Access Pipeline regarding the status of reimbursing for damages during the pipeline constructions. Dakota Access has come back with a low ball offer for damages in the amount of \$97,000. Dakota Access came up with some formula that assessed our roads differently. They used a pavement condition value. Greenwood stated our estimates of \$800,000 were to bring the roads back to pre-construction road condition. Greenwood responded by letter and gave it to the States Attorney for review. We don't have pictures of before and after of the roads they used. Dakota Access did do a video of the roads of the before and after conditions. Greenwood suggested having States Attorney Hitchings review the letter and send it to Dakota Access for a response. The Road Use Agreement was signed and they should abide by the contract to pay for damages to the roads during their project.
9. **Highway Department Building Improvements/Property Acquisition Update/Approval:** Engineer Greenwood shared drawings and an estimate to build a new facility out on the county farm that would include some office furniture and design work. The estimate came in \$3.5 million and included a 10% contingency. The office/shop building is the most expensive part of the project. The current building was a former dance hall that came from Witt and was moved to this site. Beeler stated we don't have \$3.5 million and the committee needs to start talking about other options, bonds and financing. The committee discussed looking at the options of buildings they have already considered that are for sale. Beeler stated we don't have \$2.5 million but do have some money that could be put in the project. The committee also discussed the option of fixing the current building but then decided they would still like to get out of the residential area. Moore stated the committee needs to figure out what route to go and look at what could be offered for the building that is for sale. Greenwood stated that statute allows for some MFT money to be spent on building improvements, but then less roads would be taken care of. Greenwood will check with other county engineers to see how they built new buildings.
10. **Other Business Update/Approval:** Greenwood stated that he is working to hire Christian County to stripe the North Road, Mount Olive Trail and some others roads. The Black Diamond has about ten spots that have created some small pot holes since repairs were made this past summer. Greenwood explained we had some hot weather and then a lot of farming equipment started using this road. Shoulder rock will be put down on the Black Diamond road in the next couple of weeks which will complete the project.

Motion by Jim Moore and second by Mark Hughes to Pay Bills. All in favor, motion carried.
Motion by Bill Bergen and second by Dillion Clark 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.