

Montgomery County Board

Buildings & Grounds Meeting Minutes

Date: Friday, June 7th, 2019

Time: 8:30 AM – County Board Room

Members Present: Bob Sneed, Chuck Graden, Dennis McCammack, Gene Miles, and Megan Beeler

Members Absent: Glenn Bishop, Jeremy Jones, Richard Wendel, and Evan Young

Others Present: Mark Brown

The committee met today to discuss the following:

1. **Smart Watt Energy Survey Audit Update/Approval:** Bob Sneed reported he attended a kick off meeting last week with Smart Watt and he received a schedule for work to be performed in phases from Project Manager Hernandez. There is some work that will be done in the fall. The project will begin with Johnson Controls doing some work with the HVAC. They adjusted the chiller to kick on at 5:00 am and as a result, the building will be warmer at the beginning of the day. Other project work will begin next week and the HVAC will be replaced at the jail next month.
2. **AMEREN Easement Update/Approval:** The committee went into executive session to discuss the Ameren pipeline easement agreement that has been reviewed and approved by States Attorney Hitchings.
3. **Executive Session to Discuss Litigation/Contractual Negotiations Update/Approval:** Motion by Miles and second by Graden to enter into executive session to discuss litigation. Time: 9:25 am. Motion by Graden and second by Miles to come out of executive session. All in favor, motion carried. Time 9:40 am. Motion by Miles and second by McCammack to recommend the easement agreement with Ameren to the full board. All in favor, motion carried.
4. **Maintenance and Cleaning Issues and Report Update/Approval:** Mark Brown reported we need to get another push mower. Motion by Graden and second by McCammack to purchase a new push mower. All in favor, motion carried. Brown reported the elevator went down over a week ago and they had to order another circuit board, which is the second one in about five months. The committee discussed training the office holders in the Historic Courthouse how to use the emergency elevator key. Sneed reported there was a new flow switch installed on the New Courthouse HVAC for \$3,200. Brown reported there have not been any cleaning issues at the New Courthouse.
5. **Sound System for Board Room Update/Approval:** The committee discussed having Dennis McCammack get some prices for two new speakers with stands to install in the County board room.
6. **County Surplus Property Sale Update/Approval:** The committee reviewed the county office surplus list and Sneed will check with Richard Wendel on when we can use his truck and trailer to pick everything up and take it to the metal building at the highway department. Coordinator Daniels will contact the Probation Department for Community Services workers to help move the items.
7. **Roof Leaking at the Jail Update/Approval:** Sneed reported he talked with Sheriff Robbins regarding the leak on the Jail roof and Lipe Construction has been there to address the problem.
8. **Outside Lights Update/Approval:** Sneed reported we will get an assessment of what outside lights need to be addressed at the Historic Courthouse.
9. **FY 2020 Budget Worksheets Update/Approval:** The committee discussed allocating about \$474,000 in the FY 2020 budget out of coal money for the balance of the Smart Watt project and roof replacement on the New Courthouse.
10. **Other Business Update/Approval:** None
11. **Public Comments:** None

Motion by Chuck Graden and second by Dennis McCammack to pay the bills. Motion carried.

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

Meeting adjourned at 9:50 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, May 28th, 2019

Time: 8:30 am – County Board Room

Members Present: Evan Young, Chuck Graden, Megan Beeler, Bill Bergen, Gene Miles, Bob Sneed

Members Absent: Kirby Furness and Donna Yeske

Others Present: Sandy Leitheiser, Rick Robbins, Ray Durston, Hugh Satterlee and Curt Watkins

The committee met today to discuss the following:

Coordinating Committee: Evan Young, Board Chairman: May 28th, 2019 at 8:30 am

1. **Information Systems Report Update/Approval:** Curt Watkins reported they are working on the electrical upgrades and received three quotes so they could put some new servers and equipment down in the basement of the New Courthouse. CTI is coming on Thursday to run their fiber alongside the Consolidated fiber and there are a couple of more steps to get everything connected to the new vendor. For every phone number we own, we have to identify where the number is at and this also needs coordinated with AT & T. Watkins reported when we switch over to CIT, we have to give A T & T two weeks' notice. Future projects are the 911 video system and phone upgrades. Watkins stated that 79% of the employees have completed the first month of Cyber security training. The price of security training increase substantially this month and Watkins is researching other training software and found one that offers an employee signoff. Watkins reported he had 34 applicants for the new IT position and he interviewed four and is prepared to make an offer to one applicant. Watkins stated he needs to know what is in the budget for salary and Beeler replied it is the range that the committee discussed last month. If there is an issue with Matt's pay, then an adjustment can be made for next fiscal year. Beeler stated that the Finance committee has already agreed to hire an employee and go in at a lower rate and make the adjustment on December 1st, 2019.
2. **Suggestion for Health Department Liaison Update/Approval:** Young stated that Dillon Clark doesn't have time to serve on the Health Department Board and he is looking to appoint another board member as a liaison. They meet quarterly in the months of January, April, July and October on the third Tuesday.
3. **Other Business Update/Approval:** None

Personnel Committee: Kirby Furness, Chairman - Tuesday, May 28th, 2019, at 5:00 PM

1. **Sheriff's Office Personnel Update/Approval:** Robbins stated he hired all the deputies they need and one starts the academy tomorrow one starts June 13th. Two Telecommunicators were also hired. There is a Corrections opening and a court security officer resigned and a new security officer started today. Robbins stated they just need to hire for the Admin Position that was created at the last year.
2. **Employee Health Insurance Update/Approval:** Tony Johnson will report at the meeting tonight.
 - Monthly HRA report.
3. **IMRF Legislation Update/Approval:** Young stated there is legislation pending.
4. **Recycling Facility Staffing/Grievance Update/Approval:** Attorney Tim Guare is working on this grievance with Local 773 business agent Charlie Ferguson representing the Recycling Department.
5. **Employee Personnel Manual Update/Approval:** 8 to 12 weeks out per Kyle Shell of IPMG
6. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:**
Motion by Graden and second by Beeler to enter into executive session. Time 9:46 am
Motion by Beeler and second by Yeske to adjourn: Time 10:14 am. No action was taken.
7. **Other Business Update/Approval:** None

Finance Committee: Megan Beeler, Chairman - Wednesday, June 5th, t 3:00 PM

1. **SOA Report Update/Approval:** Durston reported they received the multiplier from the State and it is a one. Leitheiser shared the tax computation reports that the Treasurer will sign off on.
2. **Final Multiplier Update/Approval:** Durston reported the multiplier came back as a one from the State.

3. **Capital Improvement Fund Reports Update/Approval:** The committee will review the report.
4. **FY 2020 Budget Hearing Dates Update/Approval:** Budget hearings are scheduled for July 15th, and 17th at 8:00 am and Beeler reported the budget memos will go out this week.
5. **Review of Finance Committee Budget Work Sheets for FY 2020 Update/Approval:** Each oversight committee will review.
6. **Recycling Funding Update/Approval:** The committee will discuss.
7. **IMRF Update/Approval:** No updates at this time.
8. **Finance/Budget Control Policies and Procedures Update/Approval:** Beeler and Lohman are researching this issue.
9. **IT Department Staffing Update/Approval:** Watkins reported during the Coordinating Committee.
10. **A Resolution Committing Certain County Revenues to Specified Expenditures Update/Approval:** Email from KEB stating we need to approve a resolution that commits the other funds into the general fund and Beeler will talk with Treasurer Lohman regarding this.
11. **ETSB Contracts for Signature Update/Approval:** Beeler stated we still need to sign the contract for the ETSB new software and Robbins stated there may be some issues with the financial side of this. Bergen stated he will talk with Greg Nimmo to see where we are at.
12. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** (if needed)
13. **Other Business Update/Approval:**

Building & Grounds Committee: Bob Sneed, Chairman - Friday, June 7th, at 8:30 AM

1. **Smart Watt Energy Survey Audit Update/Approval:** Sneed reported there will be a preconstruction meeting with Smart Watt tomorrow Wednesday, May 29th at 11:00 am.
2. **AMEREN Easement Update/Approval:** Young reported he has a meeting tomorrow with AMEREN regarding the easement situation for their pipeline on the County Farm. Young reported an adjustment will be needed to the Tennent on the county farm during the construction like getting free rent during the construction. The work should be done in early spring or in the fall.
3. **Executive Session to Discuss Litigation/Contractual Negotiations Update/Approval:** (not needed)
4. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported things are going well and hasn't had complaints.
5. **Sound System for Board Room Update/Approval:** Sneed reported Glenn Savage will get with him regarding the sound system in the county board room.
6. **County Surplus Property Sale Update/Approval:** Inventory lists will be submitted to the building and grounds committee so we can plan to get it picked up with Richard Wendel's truck and trailer.
7. **Other Business Update/Approval:** Robbins stated the roof is leaking in a couple of spots by a vent and Mr. Lipe will come and check it out. Robbins also reported he has been told some of the outside lights and flag pole lights are out. Sneed reported the Building and Grounds committee will address this.

Economic Development Committee: Donna Yeske, Chairman – Monday, June 3rd, at 5:30 PM

1. **MCEDC Update/Approval:** Belusko will report.
 - Revolving Loan Fund Update/Approval:
 - CEO Program Update/Approval: Is complete for this year.
 - Broadband/Fiber Project Update/Approval: CTI is installing in Hillsboro.
2. **Tourism Update/Approval:** Young reported Belusko is working on this.
3. **Hotel Motel Tax Ordinance Review for Country Bend Campground Update/Approval:** The committee will review the current ordinance and discuss. The Country Bend Campground will need to be notified about paying the hotel/motel tax.
4. **Eagle Zinc Cleanup Update/Approval:** Waiting for dryer weather to move more dirt.
5. **Enterprise Zone Update/Approval:** Mayors Meeting –June 19, 2019 at 6:00 PM. Daniels reported on the EZ meeting
6. **West Central Development Update/Approval:** Young reported he will be meeting with WCDC regarding their EDA grant writing capability.
7. **Other Business Update/Approval:** None

E.M.A./Ambulance Committee: Bill Bergen, Chairman - Monday, June 3rd, at 4:00 PM

1. **EMA Report Update/Approval:** Greg Nimmo will report
2. **Ambulance Billing Office Update/Approval:** Sherry Greenwood will report
3. **911/ETSB Contracts for Software:** Bergen reported he will check with Nimmo regarding the new software contracts to be signed.
4. **Other Business Update/Approval:** None

HWE Committee: Chuck Graden, Chairman - Tuesday, June 4th, at 4:00 PM

1. **Elections Update/Approval:** Clerk Leitheiser will give an update.
2. **EPA Report Update/Approval:** Gonet will report. Young reported Mike Hand will be training with Gonet for when he retires in February of 2020.
3. **Recycling Program and Events Update/Approval:** Grievance filed
 - Electronics Recycling Drive was held on Saturday, May 11th, 2019
 - Baler: Young reported he got a call on Friday afternoon and the baler is down. Young went on Friday and looked at the baler and the problem may be a valve. Mike Hand called DeHart and they will be there this morning. Young reported that if the baler can't be fixed today, they are looking at next week.
4. **Animal Control Facility Program Update/Approval:** Rabies Clinic was held on Saturday April 27th 2019 and Graden reported they are looking for a used vehicle.
5. **Municipal Contracts Update/Approval:** Will be discussed at the mayor's meeting.
6. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** (if needed)
7. **Other Business Update/Approval:** None

Road & Bridge Committee: Gene Miles, Chairman - Thursday, June 6th, at 8:30 AM

1. **Highway Department Building Improvements/Property Acquisition Update/Approval:** Miles reported they are deciding which overhead doors will need to be replaced.
2. **Executive Session to Discuss Personnel/Litigation/Contractual/Property Acquisition Update/Approval:** (not needed)
3. **Other Business Update/Approval:** None

Motion to Adjourn by Graden and second by Miles. All in favor, motion carried.

Meeting adjourned at 10:15 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, June 6th, 2019

Time: 5:30 pm– County Board Room

Members Present: Donna Yeske, Ron Deabenderfer, Dennis McCammack, Earlene Robinson, Glenn Savage and Megan Beeler

Members Absent: Mark Hughes and Evan Young

Others Present: Sandy Leitheiser, Valerie Belusko

The committee met today to discuss the following:

1. **MCEDC Update/Approval:** Belusko reported they are working on the community foundation program and will make an announcement soon and working on a match to incentivize. Set aside \$7,000 to get the ball rolling and try a match. Belusko stated her background is in non-profit development in the community foundation work to help non-profits. They want this to be a broad fund to help a non-profit in the community. You could have a specific project or broad. They want to start saving for the future and be there for the community. Deabenderfer reported Hillsboro started a community foundation. Belusko stated MCEDC is working with a certified foundation in Springfield that has a regional footprint, has staff, is well established and offers a larger investment pool and get better return. Belusko stated Hillsboro just started their foundation and it will take a long time to get going to be able to invest, they don't have a board or staff or intense audit capacity. Belusko stated the County foundation will be similar to the Kilton Trust and it is important for people to see investment dollars stay in Illinois.
 - **Revolving Loan Fund Update/Approval:** Belusko stated the RLF client is paid up.
 - **CEO Program Update/Approval:** Belusko will start planning the annual meeting.
 - **Broadband/Fiber Project Update/Approval:** Belusko reported that CTI is looked into the USDA rural connect program to get Coffeen in the install area, however this won't work. Belusko stated the FCC map of Coffeen states that Frontier has 24 up and 2 down internet speed for the whole town, Medicom has 100 up and 10 down internet speed in parts of town, and Royelle has 10 up and 1 down internet speed in parts of the town. She said Medicom sold to someone else but is listed by the USDA. Belusko stated they are considering if you have a cell phone and meet the definition of broadband, then you don't qualify for the grant money so the rural grant will not work for Coffeen. She said you only get one shot at an application and this wouldn't be a good to pursue and Walshville is not big enough. Belusko stated CTI is getting ready to expand and are looking for communities that show an interest. Belusko stated there are about 15 communities in Montgomery, Macoupin and Christian Counties that want CTI to come and install high speed fiber for internet, phone and TV. Belusko thanked Clerk Leitheiser for sharing information on the County Clerk Facebook page regarding the number of pre-sign ups needed to be considered for the CTI fiber optic build out. Belusko reported Coffeen needs 42, Fillmore needs 23, Irving needs 33, Litchfield needs 416, Raymond needs 104 and Witt needs 67, and the deadline to collect the required number of pre-signups in each town is now August 1st, 2019. Belusko stated CTI marketing representative Lisa Casterline will have brochures created and go out and talk with the other communities. Belusko stated she shared information on the MCEDC Facebook page regarding the CTI signups and spoke with Billy from CTI who told her to keep promoting the project. Clerk Leitheiser suggested hosting a local meeting in a centralized location in each community for anyone who is interested in fiber and community leaders to attend.
 - **Binders:** Yeske stated she and Valerie Belusko talked about making a binder of information showing the responsibilities of the Economic Development Committee and what MCEDC does. Belusko distributed binders to each committee member and reviewed each section. She stated these binders are properties of the county, so if a committee member leaves they should turn the binder in to Coordinator Daniels so she can provide updates for the new person. Belusko included Economic Development Committee minutes for 2018 and 2019 in the binders and stated she has talked with Chairman Young about the committee minutes not being approved. Belusko stated there is a lot of detail in the committee minutes, which she compared to other counties' committee

minutes. She said many other counties' minutes have very little content in them so no one can come back on something written in the minutes. Clerk Leitheiser stated her role as County Clerk is to produce the minutes for the full County Board, and Coordinator Daniels as County Board secretary does the committee minutes. Leitheiser and Deabenderfer both stated their experience has shown more content in minutes has proven helpful when asked to recall county board actions and discussion. Belusko stated when minutes which include opinions expressed during meetings are placed on the county website, it can stir things up and one organization has gotten very upset. Savage stated Daniels gives good attention to detail in composing committee minutes, and recalled his experience when there was an issue for him that was ultimately dropped because it was reflected correctly in the minutes.

2. **Tourism Update/Approval:** Belusko reported they continue to work on the marketing videos. There will be a video made of Hillsboro Lake when it quits raining. Belusko reported the Drive-In wants another meeting and that they were closed last week due to a lighting strike.
3. **Hotel Motel Tax Ordinance Review for Country Bend Campground Update/Approval:** Yeske reported she reviewed the Hotel Motel Tax Ordinance and the Country Bend Campground does fit the criteria so they will be sent a packet informing them to pay the tax. The committee discussed enforcement of collecting the hotel/motel tax and according to our ordinance; a lien could be assessed for nonpayment.
4. **Eagle Zinc Cleanup Update/Approval:** Work continues to move dirt when weather permits.
5. **Enterprise Zone Update/Approval:** Mayors Meeting is scheduled for June 19, 2019 at 6:00 PM. Daniels reported there were 14 new Enterprise Zone applications submitted on December 31st, 2019 and they all made it through the first round of review by DCEO. The second review will be by a five person board appointed by the Governor and we should know something by September 30th, 2019.
6. **West Central Development Update/Approval:** Belusko reported she doesn't know all the details of where we are at with EDA and was told to go to their website.
7. **Planning Commission Update/Approval:** They will meet in June and look at the Wind Farm Ordinance. Belusko stated she talked with the SOA and the Health Department regarding wells and septic tanks that are not addressed in the current County Wind Ordinance. Belusko reported she has asked them to come to the next Planning Commission meeting to get a form set up with a procedure for wind farms.
8. **Green Diamond Bike Trail Update/Approval:** - Yeske reported she has asked the Highway Department to move the barricades back on Grain Leg and Morrisonville Avenues.
9. **FY 2020 Budget Worksheets Update/Approval:** Beeler reported the budget worksheets have not been sent out yet because the Treasurer's Office was busy with real estate tax work. Beeler stated the budget sheets will be sent out by tomorrow.
10. **Other Business Update/Approval:** Yeske shared a memo from Bob Buda regarding some ideas for Economic Development. Buda would like to address the mayors and get the municipalities involved on getting an inventory of what buildings are available in their town. There are also ideas on how to fund fixing up abandoned buildings and Beeler stated we don't have a mechanism to get money to municipalities. McCammack suggested we get with the States Attorney to see what we can legally do. The committee discussed having Buda come to the committee level first before addressing this at a Mayor's meeting. Beeler stated there is merit to come up with a plan to fix up abandoned buildings and there is a possibility to beef up the revolving loan fund to loan out the money in the form of an intergovernmental agreement. The committee discussed the possibility of Mr. Buda getting MCEDC and the County Economic Development Corporation mixed up. Leitheiser suggested explaining the difference of each entity and their budgets to Mr. Buda. Deabenderfer asked about the school report and Belusko replied that it should be done in June according to Bob Mulch. The next MCEDC meeting is scheduled for June 13th, at 5:30 pm. Belusko stated the MCEDC meeting is held at Bank of Hillsboro and is open to the public but has to be locked. Belusko reported they follow the Open Meetings Act but don't publish and let the public in the meeting.
11. **Public Comments Update/Approval:** None

There are no bills this month. Motion by Savage and second by McCammack to adjourn the meeting. All in favor, motion carried. Meeting was adjourned at 7:10 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

Ambulance/EMA Committee Meeting Minutes

Date: June 3rd, 2019 **Time:** 4:00pm

EMA Office, 120 N Main St, Hillsboro, IL

EMA Board Member Roll Call: Chair – Bill Bergen, Vice Chair – Chuck Graden, Connie Beck, Jeremy Jones, Richard Wendel

Members Absent: Dillon Clark

Others Present: Sherry Greenwood and Mona Lewis

A. Ambulance Billing Update/Approval:

Monthly Report – The committee reviewed the monthly ambulance call report and Greenwood reported that she received some questions from Paul Osborne of Litchfield regarding Medicaid. Beeler stated the budget worksheets are going to be sent to the ambulance districts this week and they will need to work on getting their contracts signed and turned in.

B. EMA Old Business Update/Approval:

- a. 911 System Update – Nimmo reported they are working on the contract language for the 911 dispatching services and the revised contract language will be reviewed and approved at their June 20th meeting and then it will go to the Sheriff's Office and County.
- b. Planning/Logistics – Meeting on the 30th with the vendor that will install the desks and they measured. They need 5 – 10 working days to submit a design to be reviewed and then turned. They will then work on the technology and electrical for the room. How to keep the system running when it is swapped out. Nimmo stated we could go to Christian county if needed, they are our backup.
- c. Map Project/GIS – Nimmo stated he and Kevin Brink are still working on the map project and hope to have it completed this November.
- d. IMT formation EMA/MABAS Asset – This has been approved and signed by the board.

C. EMA New Business Update/Approval:

EMA/911 Meetings/Responses/Training: Nimmo reported

- Wx Siren & Starcom Testing was conducted on May 7th, 2019 and tested OK.
 - i. Audio for Hillsboro Post Prom was made on May 7th, 2019 of a reenactment of an accident. Nimmo reported on May 9th, 2019 he took the drone to video the flooding in Meredosia, IL and attended the LEPC meeting on May 3rd, 2019.
 - Community Risk Committee (CRC) - Safe School Hotline County Wide – Nimmo reported he is working with the four school districts and they are supporting this. Nimmo took it to the next level by approaching the 708 board and will help fund with \$3,200. St Francis Grant Award-Nimmo reported they will receive money from the HOPE Grant. Telehealth Network \$200,000 to perform the planning stages to create a program around heroin and opioid prevention, education, treatment and recovery both in Litchfield and in other rural areas in central Illinois.
 - Hazmat Drill/MCI – Scheduled for this fall and they are working with Litchfield and the railroad.
 - County Wide Responder Training Day - Will be held in October at Lincoln Land Community College regarding tornados and other disaster training.
 - Nimmo attend a Flooding Damage Assessment in Calhoun County, IL on May 18th, 2019.
 - Nimmo reported he attended the funeral for Val Sheldon on May 20th and took the drone to take video at the request of the family. It was very windy and the drone crashed and is out of service.
- D. Nimmo attended the Springfield Area Coalition on May 24th 2019. This program receives a lot of Federal grants and emergency medical kits. On May 31st, Nimmo took the Light/Generator Towner to Roodhouse Work Camp. The Litchfield repeater radio went down due to a lightning strike on June 1st, 2019. Nimmo stated he and Kevin Schoot will be deployed to Calhoun County for the flooding per a mutual aid request. Schoot will be the Incident Manager and Nimmo will be the Planning Section Chief.

Executive Session: Motion by Graden and second by Wendel to enter into executive session to discuss personnel. Time 4:43 am.

Motion by Beck and second by Jones to come out of executive session. All in favor, motion carried. Time 4:52 pm. No action was taken.

Pay Bills: Motion by Graden and second by Wendel to pay the EMA and Ambulance Bills. All in favor, motion carried. Adjourn: Motion by Beck and second by Wendel to adjourn. All in favor, motion carried. Time: 4:55 pm.

Montgomery County Board Finance Committee Minutes

Date: Wednesday, June 5th, 2019

Time: 3:00 PM– County Board Room

Members Present: Megan Beeler, Kirby Furness, David Loucks, Jim Moore, Earlene Robinson, Bob Sneed and Chairman Evan Young.

Members Absent: Kirby Furness and Evan Young

Others Present: Sandy Leitheiser, Ray Durston, Rick Robbins and Nikki Lohman

The committee met to discuss the following:

- SOA Report Update/Approval:** Durston reported the Board of Review met on May 14th to review rules for the 2019 session and no changes were made. The BOR began receiving complaints on Monday, June 3rd, 2019 and they have begun process certificate of errors for the 2018 tax bills. Durston reported GIS Technician Kevin continues to work on annexation history and taxing district boundary review and clean up. GIS is also reviewing subdivision data and processing paperwork and Plat Act reviews. Durston stated the Assessors appear to be using the Change Finder data provided from the software.
- Final Multiplier and Real Estate Taxes Update/Approval:** Durston stated the final multiplier came back from the Department of Revenue on May 23rd which took about 40 days to receive and it is 1.00. Lohman reported the real estate tax bills are being printed and will be mailed out next Wednesday. The first installment will be due on July 12th, 2019 and the second installment is due September 6th, 2019. The tax sale is scheduled for October 28th, 2019. Lohman also reported there will be an insert in the tax bills regarding paying by credit card.
- Sheriff Department Personnel Update/Approval:** Robbins reported a correctional officer resigned and took a job with Hillsboro Police Department. Robbins stated the Sheriff's budget is being depleted due to costs of \$6,000 each for the law enforcement academy for new deputies and training for new correctional offices of \$3,500 each. Robbins reported that the ETSB decision to have Telecommunicators stay with the Sheriff's Office will cost about \$351,000 for new hardware, electrical and computers. The ETSB is requesting the Sheriff's Office to pay one half which is about \$157,000. This is a onetime investment compared to what we were looking at if the dispatching left the Sheriff's Office. Since the ETSB met and voted to keep the dispatching services in the Sheriff's Department, we are currently dispatching for ETSB. The dispatching contract is being revised and will be reviewed by the ETSB board at their next meeting and then presented to the Sheriff and the County Board. The next ETSB meeting is scheduled for Thursday, June 20th, 2019 at 7:00 pm.
- Capital Improvement Fund Reports Update/Approval:** Beeler shared the Capital Improvement Fund report and we are not going to reinvest one of the CD's that expired so we can pay bills until the real estate revenue comes in.
- FY 2020 Budget Hearing Dates Update/Approval:** Beeler reported the FY 2020 Budget hearings are scheduled for July 15th, and 17th at 8:00 am in the County Board Room.
- FY 2020 Budget Worksheets Update/Approval:** Beeler reported the budget worksheets, memo and schedule were emailed to all departments yesterday.
- Recycling Funding Update/Approval:** Moore reported that States Attorney Hitchings has been too busy with a new Assistant States Attorney to research the tax laws for a special service taxing area to help fund the recycling program. Leitheiser stated she provided state statutes for creating a

special service taxing district to States Attorney Hitchings. Moore stated he asked Hitchings if the entire county could be set up as a special service taxing district. The committee discussed putting an advisory question on the ballot for the March 2020 primary election. After an advisory question, the board could pass a resolution to levy taxes to support the recycling program.

8. **Finance/Budget Policies and Procedures Update/Approval:** Beeler stated there are no updates at this time.
9. **IT Department Staffing Update/Approval:** Beeler reported IT Manager Curt Watkins had 39 applicants and he interviewed four and the position is being offered to one person to start as soon as possible. Beeler reported she spoke with Watkins and told him the salary range was in line with what was discussed at the last committee meeting.
10. **A Resolution Committing Certain County Revenues to Specified Expenditures Update/Approval: Email from KEB Update/Approval:** Beeler shared an email from KEB regarding the need to approve a resolution committing certain county revenues to specified expenditures. These are smaller funds that the board commits certain revenues to specified expenditures and account for those revenues and related expenditures in a County fund separate and distinct from the General fund. Beeler asked committee members to review the resolution and discuss at the budget hearings. Clerk Leitheiser stated she could help get the information needed to draft the resolution to be reviewed by the States Attorney.
11. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** (not needed)
12. **Other Business Update/Approval:** Beeler reported Curt Watkins budgeted money for electrical upgrades, phones and county video that will be expensed from the building and grounds budget under building maintenance. Leitheiser stated the Hillsboro Library is currently a city library and they put a notice in the newspaper to legally put 6,900 parcels that encompass the Hillsboro School District into their Library to pay real estate taxes. Leitheiser had to inform the Department of Revenue of this and she found a discrepancy in the name. Paperwork identified it as the Hillsboro Public Library and it should have read "Hillsboro Area Public Library District". The deadline for taxpayers to protest has passed and the Hillsboro Library Attorney said the library board should pass a renaming ordinance at their next meeting so they can interchange names. Leitheiser has asked States Attorney Hitchings to look at this issue and advise. Once this goes on the tax bills next year, the tax payers will have an opportunity to protest. Committee discussed the option of having the Hillsboro Library start the process over by putting a public notice and publishing in the newspapers again to give tax payers not living in the corporate limits of Hillsboro the opportunity to protest.
13. **Public Comments Update:** None

Motion by Jim Moore and second by David Loucks to pay bills and approve payroll. 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 4:35 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 Minutes

Date: Tuesday, June 4th, 2019

Time: 4:00 PM – County Board Room

Members Present: Chuck Graden, Connie Beck, Glenn Savage, Richard Wendel and Megan Beeler

Members Absent: Mark Hughes, Sandy Johnson, and Evan Young

Others Present: Mike Hand, Bill Gonet and Sandy Leitheiser

The committee met today to discuss the following:

1. **Elections Update/Approval:** Clerk Leitheiser stated the omnibus elections bill got stalled in the current legislative session, but more activity is anticipated in the veto session. She said the next election will be a General Primary Election and held on March 17th, 2020.
2. **EPA Report Update/Approval:** Gonet reported he picked up some TV's on the side of Red Ball Trail on county property and took them to the highway department. Gonet stated the Eagle Zinc site will be inspected by the US EPA.
3. **Recycling Program and Events Update/Approval:**
 - Electronic Recycling – Mike Hand stated we had three truckloads of electronic recycling material collected at the drive in May.
 - Green Pickup Truck – Mike Hand reported the green truck has been down since January and the red pickup truck got a new alternator and battery last week.
 - Baler had issues last week and was down a few days last week and a solenoid was overnighted and installed. Hand reported he had to go to St. Louis to pick up gaylords and they have been short staffed as an employee has been on workman's compensation.
 - Grievance – Filed by Local 773 regarding the recycling supervisor performing labor work was addressed by the Personnel Committee.
4. **Animal Control Facility Program Update/Approval:** Daniels will report
 - Municipal Contracts will be discussed at next Mayor's Meeting scheduled for June 19th, 2019 at 5:30 pm in the County Board Room.
5. **FY 2020 Budget Worksheets Update/Approval:** Beeler reported the budgets were emailed to all the departments from the Treasurer's Office today. Graden will get with Gonet, Hand and Daniels to work on the budgets so they can be submitted by June 14th, 2019. The committee will then review and discuss the FY 2020 budget proposals at their July committee meeting. Beeler stated the KEB auditors said the expenses in the Vanek Estate Office 366 should be in office 365 for animal control. Beeler explained there are similar expenses in the Vanek Estate office 370 that should only be in one place under the Animal Control Office 365.
6. **Executive Session for Personnel, Litigation, Property Acquisition Update/Approval:** (not needed)
7. **Other Business Update/Approval:** None
8. **Public Comments:** None

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

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

Meeting adjourned 4:35 pm.

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

Montgomery County Board Personnel Committee Minutes

Date: Thursday, May 28th, 2019

Time: 5:00 pm - County Board Room

Members Present: Kirby Furness, Bill Bergen, Sandra Johnson, Ron Deabenderfer, Donna Yeske and Chairman Evan Young

Members Absent: Megan Beeler, Furness and Young arrived late

Others Present: Rick Robbins, Sandy Leitheiser, Amanda Mast

The committee met to discuss the following:

1. **Sheriff's Office Personnel Update/Approval:** Sherriff Robbins reported he has hired five new deputies and one is in basic law enforcement academy, one will start tomorrow and one will start on June 12th, 2019. There have been two Telecommunicators hired and one started today and one will start on June 10th, 2019. One correctional officer was hired to replace the one that transferred to a deputy position. Robbins reported he will be working on hiring for the new admin position and hopes to have full staff by June 12th, 2019.
2. **Employee Health Insurance Update/Approval:** Amanda Mast reported there were 51 employees that participated in meetings held on May 15th to 17th. Some of the concerns from employees were that the family premiums are too high and the plan does not pay 80/20 after deductible like BCBS did and that Health Alliance denies claims. Other complaints were that prescriptions were more expensive, doctors said that Health Alliance is more difficult to work with and took too long to approve tests and the plan does not reimburse on total out of pocket expenses, only deductible expenses. Amanda Mast also shared some suggestions on how to address the concerns by having alternate options to consider at renewal such as strengthening the HRA or a possible restructure of the HRA. Mast stated she will have a new reporting package available at the next personnel committee meeting. Furness stated he would like to fund more money in the HRA by possibly creating a coal mine account and the Treasurer's Office could invest the money. Furness stated he will talk with Finance Chairman Beeler.
 - a. Monthly HRA report. Committee reviewed the monthly HRA report and we are at \$30,061 utilization.
3. **Information Systems Staffing Update/Approval:** IT Manager Watkins reported at Coordinating Committee meeting this morning that he interviewed four applicants and will make an offer to one candidate. Watkins will discuss pay with Beeler and the Finance Committee.
4. **Recycling Facility Staffing/Grievance Update/Approval:** Attorney Guare and Local 773 Business Agent Charlie Ferguson came to the committee meeting to discuss the union grievance regarding the supervisor performing union work. The committee entered into executive session to discuss the issue.
5. **Minimum Wage Legislation Update/Approval:** Furness stated the committee will continue to work on the \$15 per hour minimum wage for 2025.
6. **Employee Personnel Manual Update/Approval:** IPMG will work on the employee personnel manual and will respond in the next 8 to 12 weeks.
7. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:**
Motion by Bergen and second by Deabenderfer to enter into executive session. All in favor, motion carried. Motion to come out of executive session by Deabenderfer and second by Johnson. All in favor, motion carried. Time 5:45 pm. No action was taken.
8. **Other Business Update/Approval:** None
9. **Public Comments:** None

Motion to adjourn by Bergen and second by Deabenderfer. All in favor, motion carried.

Meeting adjourned at 6:00 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: Thursday, June 6th, 2019

Time: 8:30 AM – Highway Department

Members Present: Gene Miles, Bill Bergen, Jim Moore, Dave Loucks, Dennis McCammack, & Megan Beeler

Members Absent: Evan Young and Glenn Bishop

Other Present: County Engineer Cody Greenwood, Dustin Sefton and Carol Dresson

1. **Resolution #2019-10 to appropriate funds for 1193 BCA, Sorento Ave. (CH #21) Pipe Culvert, 100% County Update/Approval:** Total cost is \$5,000. Motion by Moore and second by McCammack to appropriate funds for 1193 BCA, Sorento Avenue, County Highway #21, Pipe Culvert which is 100% county funds in the amount of \$5,000. All in favor, motion carried.
2. **Resolution #2019-11 to appropriate funds for 1194 BCA, Rockwell Tr. (CH #13) Pipe Culvert, 100% County Update/Approval:** Total cost is \$6,500. Motion by McCammack and second by Loucks to appropriate funds for 1194 BCA, Rockwell Trail, County Highway #13, pipe culvert which is 100% County funds in the amount of \$6,500. All in favor, motion carried.
3. **Resolution #2019-12 to appropriate funds for 1195 BCA, Mt. Olive Tr. (CH #11) Pipe Culvert, 100% County Update/Approval:** Total cost is \$7,500. Motion by Bergen and second by Moore to appropriate funds for 1195 BCA, Mt. Olive Trail, County Highway #11, Pipe culvert which is 100% County funds in the amount of \$7,500. All in favor, motion carried.
4. **Resolution #2019-13 to appropriate funds for 1196 BCA, Elevator Rd. (CH #21), 100% County Update/Approval:** to mitigate erosion issues. Motion by Loucks and second by McCammack to appropriate funds for 1196 BCA on Elevator Road, County Highway #21 which is 100% county funds in the amount of \$6,000. All in favor, motion carried.
5. **Sale of Surplus Equipment (Paint Booths) Update/Approval:** The committee discussed putting the paint booths out for bid that are located in the Collision Center building. Engineer Greenwood would like to advertise for sealed bid and stipulate that if a bidder is present at the opening, they could raise their bid like at an auction. Other committee members thought this was a good idea. The committee discussed and approved the minimum bids on the following: Spray Booth with Mixing room - \$15,000. Prep Station - \$5,000. Cross Draft Booth - \$3,000. **Motion by Loucks and second by Moore to advertise the paint booths designated as surplus equipment by sealed bids with a minimum asking price. All in favor, motion carried.** The bids are due by Tuesday June 6nd at 8:30 am and will be opened at the next Road and Bridge Committee meeting.
6. **Roof Damage to Metal Building Update/Approval:** Engineer Greenwood reported he received an email from the insurance company on the wind damage to the roof on the metal building. The appraiser/adjuster valued the building at \$70,716.91 with a replacement cash value of \$47,729.83 Less depreciation and our \$10,000 deductible. They offered a net claim of \$37,729.73 if the building was not rebuilt and \$60,616.91 if the building were going to be rebuilt. After discussion, the committee approved to accept the payout of \$37,729.73 since the \$60,616.91 would not be enough to build the structure they need for storage of vehicles. **Motion by Loucks and second by McCammack to accept the insurance payout of \$37,729.73 without replacing the building. All in favor, motion carried.**
7. **Other Business Update/Approval:** Carol Dresson addressed the committee regarding the county policy of spraying and cutting of weeds. Carol stated she talked with Engineer Greenwood and Dustin Sefton regarding the spraying of round up as it is harming the pollinating insects such as bees and monarch butterflies. Greenwood stated we have 60 feet of right of way to maintain on county roads and wishes he had wider ROW like the State. Carol asked the county to look at the best practices for Pollinators and referenced IDOT, Natural Area Guardians and U of I Extension programs regarding spraying and mowing. Greenwood and Sefton explained the county is divided into four sections for spraying and mowing and there are some sections owned by someone that has been mowed/sprayed for many years, that will call and complain if it is not mowed. The committee discussed having NAGS put signage up in areas designated with good weeds for the pollinators so it will not be mowed/sprayed and this will help with the complaint calls from landowners.
Motion by Moore, second by Bergen to Pay Bills. All in favor, motion carried.
Motion by McCammack, second by Moore to adjourn the meeting. All in favor, motion carried.
Meeting adjourned at 10:10 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.