

# Montgomery County Board Buildings & Grounds Meeting Minutes

**Date:** Friday, December 6<sup>th</sup>, 2019

**Time:** 8:30 AM – County Board Room

**Members Present:** Bob Sneed, Chuck Graden, Glenn Bishop, Dennis McCammack, Gene Miles, Richard Wendel, and Evan Young

**Members Absent:** Jeremy Jones

**Others Present:**

The committee met today to discuss the following:

1. **Smart Watt Energy Project Update/Approval:** Sneed reported the Smart Watt Energy project is about 99% complete and we received the final invoice in the amount of \$268,276. The committee discussed getting a usage audit report after the first year and inviting Orry Cummings to the next committee meeting for a final project update.
2. **Maintenance and Cleaning Issues and Report Update/Approval:**
  - Carpet Cleaning in the Historic Courthouse – Sneed presented a proposal from the cleaning service to clean the carpets in the Historic Courthouse in the amount of \$3,740
3. **County Surplus Property Sale Update/Approval:** A memo will go out to all the Office Holders letting them know the shed with the surplus property will be open on Thursday, January 12<sup>th</sup> so they can review the items before they go out for auction. An auction will be scheduled in January 2020.
4. **County Farm Update/Approval:** Sneed reported we will put together some bid specs for advertisement to lease the County Farm in January 2020.
5. **Sound System for Board Room Update/Approval:** The committee discussed the new board desk arrangement and how it may help with projecting the sound better. Discussion also took place on getting a couple of speakers on tripods if needed. If a couple of speakers are needed for the back of the board room, electric outlets will need to be installed.
6. **Other Business Update/Approval:** Bishop reported he checked on the possibility of the City of Hillsboro working with the County to replace the sidewalks around the Historic Courthouse. Bob Sneed will talk with Hillsboro Commissioner Danny Robbins regarding the side walk replacement.
7. **Public Comments:** None

Motion by Bishop and second by Wendel to pay the bills including the final invoice from Smart Watt in the amount of \$268,276. Motion carried.

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

Meeting adjourned at 9:30 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, November 26th, 2019

**Time:** 4:30 pm – County Board Room

**Members Present:** Evan Young, Chuck Graden, Megan Beeler, Bill Bergen, Kirby Furness, Gene Miles, Donna Yeske, Bob Sneed

**Members Absent:** None

**Others Present:** Sandy Leitheiser, Bryant Hitchings, Rick Robbins, Nikki Lohman, Holly Lemons, Ray Durston, Durston, Watkins and Randy Leetham

The committee met today to discuss the following:

**Coordinating Committee: Evan Young, Board Chairman:**

1. **Information Systems Report Update/Approval:** Curt Watkins reported they are swapping out analog cameras to IP. Security Training has tapered off. Looking at changing vendors for cyber security training. Curt is still posting and seeking for the third IS Tech Position.
2. **Census Count Committee Update/Approval:**
3. **VISTRA Power Plant Update/Approval:** Young reported there was a conference call yesterday. Need to meet with other taxing bodies to come up with a strategy for the power plant assessment. VISTRA met last week with County Officials and some taxing districts to present their offer and stated it is up for negotiation. They had some good conversation with the taxing districts regarding the concerns of the contract. Counter proposal was briefly discussed. VISTA wants a sign off by the end of the year. Need to set up a meeting with the Taxing Districts before the end of the year.
4. **Sheriff/Deputy Lawsuit Settlement Update/Approval:**
5. **Rules of Order Update/Approval:** Nothing new to report
6. **Non-Binding Illinois Oil Industry Support Resolution Update/Approval:** Young reported he received a letter asking if we pass a resolution to stop new laws and regulation regarding extracting oil. Young will do more research on what they are requesting.
7. **Other Business Update/Approval:** None

**Personnel Committee: Kirby Furness, Chairman** - Thursday Oct. 24<sup>th</sup>, 2019

1. **Employee Health Insurance Update/Approval:** Furness reported the committee met and reviewed the HRA report. The balance was about \$50,000.
  - Monthly HRA report:
2. **Employee Personnel Manual Update/Approval:**
  - Cyber Security Policies and Revised Drug Policy addressing Cannabis. Furness stated when we get revised statutes from the state regarding employees and cannabis, the committee will address it.
3. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: If needed**
4. **Other Business Update/Approval:** None

**Finance Committee: Megan Beeler, Chairman** -

1. **SOA Report Update/Approval:** The committee will review.
2. **Capital Improvement Fund Reports Update/Approval:** The committee will review.
  - a. **CD Update/Approval:** Lohman is checking on rates.
3. **IMRF Update/Approval:** Lohman reported the balloon payment was made on the 14<sup>th</sup>.
4. **Finance/Budget Control Policies and Procedures Update/Approval:** Beeler reported they will start working on the budget control policies and procedures now that the budget is passed.
5. **Class Action Notice for Opioid Litigation Update/Approval:** Young reported we didn't join this class action suit regarding Opioid Litigation. Leitheiser stated Christian County did receive \$80,000 from this class action suit.

6. **FY 2019 Audit Update/Approval:** Beeler reported the Auditors will be here to start the FY 2019 audit.
7. **Convey Deeds Update/Approval:** The committee will convey deeds from the County Trustee.
8. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
9. **Other Business Update/Approval:** None

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

1. **Smart Watt Energy Project Update/Approval:** Sneed reported the project is winding down. The water controls installed at the jail have been adjusted.
2. **Executive Session to Discuss Litigation/Contractual Negotiations Update/Approval: (not needed)**
3. **Maintenance and Cleaning Issues and Report Update/Approval:**
4. **Surplus Auction Update/Approval:** Sneed reported the everything has been taken down to the highway department and a memo will go out to the office holders so they could look to see if they need anything. An Auctioneer will then be notified and an auction scheduled.
5. **Sound System for Board Room Update/Approval:** The committee will discuss
6. **Bid out County Farm Update/Approval: (AMEREN Pipeline Lease Language)**
7. **Other Business Update/Approval:** None

**Economic Development Committee: Donna Yeske, Chairman –**

1. **MCEDC Update/Approval:** Meeting scheduled for December 12<sup>th</sup>, 2019
  - Revolving Loan Fund Update/Approval: Belusko is getting information from Treasurer Lohman.
2. **Tourism Update/Approval:** Belusko is collecting events from each community.
3. **Eagle Zinc Cleanup Update/Approval:** Nothing new to report.
4. **West Central Development Update/Approval:**
5. **CEDS Update/Approval:** Getting responses from the Mayors for the wish list to be added to the CEDS document. Next meeting is January 20<sup>th</sup>, 2020.
6. **Bike Trail Update/Approval:** Pitman Township oiled and chip the bike trail.
7. **Other Business Update/Approval:** None

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

1. **EMA Report Update/Approval:** Greg Nimmo will report.
2. **Ambulance Billing Office Update/Approval:** Paul Osborn of Litchfield has requested a cost report on their Ambulance Billing so they can report to the State. The billing software needs to be enhanced and training will need to be given. Any municipality can apply for this state program to help pay for ambulance bills.
3. **ETSB Update/Approval:** Robbins stated the change to Christian County could be the middle of October. They have 10 Telecommunicators. December 9<sup>th</sup>, 2019 at 6:30 pm an information meeting in Christian County to explain how the consolidation will happen for the three counties. Robbins reported the panic tests were a success.
4. 911 Addressing Update/Approval:
4. **Other Business Update/Approval:** None

**HWE Committee: Chuck Graden, Chairman -**

1. **Elections Update/Approval:** Clerk Leitheiser reported the filing period is underway and next Monday will give an update.
2. **EPA Report Update/Approval:** The committee will discuss.
  - Gonet Retiring
3. **Recycling Program and Events Update/Approval:**
  - DC Waste Proposal – Young, negotiate the use of the baler. Young will talk with

- Drop Off Car Ports – The committee will discuss.
  - Closing Hillsboro Drop Shed – Was officially closed this past Monday
4. **Animal Control Facility Program Update/Approval:**
    - Municipal Contracts – The committee will address. Robbins stated Animal Control Warden Daniels has been very busy the past few weeks with several animal control issues that include horses, a pot belly pig and an injured deer that was in a nursing home in Litchfield.
  5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** (not needed)
  6. **Other Business Update/Approval:** None

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

1. **Highway Department Building Improvements Update/Approval:** The committee will discuss.
2. **Fuel Bids will be opened at the December Meeting Update/Approval:** The committee will open bids.
3. **Executive Session to Discuss Personnel/Litigation/Contractual/Property Acquisition Update/Approval:**
4. **Other Business Update/Approval:** None

Elected Officials said to keep lines of communications open, please ask questions. Holly, said she can count on one hand how many board members have been to her office.

**Motion by Furness and second by Yeske to enter into Executive Session. All in favor, motion carried.  
Time 6:10 pm**

**Motion by Graden and second by Miles to come out of Executive Session. All in favor, motion carried.  
Time:**

**No Action was taken.**

Motion to Adjourn by Graden and second by Yeske. All in favor, motion carried.  
Meeting adjourned at 6:30 pm.

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

# Montgomery County Board

## Economic Development Committee Meeting Minutes

**Date:** Tuesday, December 2<sup>nd</sup>, 2019

**Time:** 5:30 pm– County Board Room

**Members Present:** Donna Yeske, Ron Deabenderfer, Mark Hughes, Dennis McCammack, Earlene Robinson, Glenn Savage and Evan Young

**Members Absent:**

**Others Present:** Sandy Leitheiser

The committee met today to discuss the following:

1. **MCEDC Update/Approval:** Yeske invited the Economic Development Committee to the Strategic Planning meeting and dinner on December 19<sup>th</sup>, 2019 at 5:30 pm at the U of I Extension Office.
  - **Revolving Loan Fund Update/Approval:** Yeske reported everything is ok.
2. **Tourism Update/Approval:** Yeske stated an email was sent to all the Mayors to send a list of their events and activities for 2020 to Belusko so she can get it to Great Rivers and Routes Tourism.
3. **Eagle Zinc Cleanup Update/Approval:** Yeske stated they continue to work on moving dirt at the Eagle Zinc site.
4. **CEDS Document Update/Approval:** The municipalities have been asked to send information for the CEDS document to MCEDC.
5. **Planning Commission Update/Approval:** Leitheiser shared the Planning Commission discussed the Wind Siting Ordinance and that Christian County has been contacted by Wind Farm Companies with an interest to build some wind farms. There have been a lot of issues addressed by Christian County Land owners. There is also a potential interest for several parcels in far northern part of Montgomery County.
6. **Green Diamond Bike Trail Update/Approval:** Yeske reported she met with Pitman Township Road Commissioner Tony Krager regarding a drainage issue on the Bike Trail and stated the bike trail signage needs to be addressed. Pitman Township oil and chipped the trail this past fall and the committee reviewed the expenses.
7. **Other Business Update/Approval:** Glenn Savage reported the Parking lot for the Route 66 Prairie project has been poured and things are moving forward.
8. **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 6:10 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**  
**Meeting Date: 12/2/19 Time: 4:00 pm**  
**EMA Office, 120 N Main St, Hillsboro, IL**

**EMA Board Member Roll Call:** Bill Bergen, Chuck Graden, Connie Beck, Jeremy Jones, Richard Wendel and Evan Young

**Others Present:** Sherry Greenwood – Nimmo absent

**1) Ambulance Billing Update/Approval:**

- a) Monthly Report – Greenwood presented the monthly ambulance billing report for the committee to review.
- b) New software – Greenwood reported the City of Litchfield requested some additional ambulance billing reported. They have asked for enhanced software to collect more revenue. The cost of the software is unknown as well as who will pay for the additional cost.

**2) EMA Director's Report**

- a) See report – Greg Nimmo will start submitting an EMA Director's Report in January.

**3) EMA Old Business**

- a) 911 System Update – Nothing new to report at this time.
- b) **911 Resolution to Dissolve the ETSB Board Update/Approval:** The committee reviewed and discussed the Resolution to Dissolve the Montgomery County Emergency Telephone Service Board. Attorney Bryant Hitchings will be asked to review and recommend the Resolution. The Full Board will review for 30 days. **Motion by Graden and second by Wendel to recommend the dissolution of the Montgomery County ETSB pending review and recommendation of the States Attorney and a 30 day review. Jones votes No, all other vote Yes. Motion carried.**
- c) **Intergovernmental Agreement between the Counties of Christian, Shelby and Montgomery for Enhanced 9-1-1 Emergency Telephone Service Update/Approval:** The committee reviewed the Intergovernmental Agreement for Enhanced 9-1-1 Emergency Telephone Services. **Motion by Fogle and second by Beck to recommend the Intergovernmental Agreement between the Counties of Christian, Shelby and Montgomery for Enhanced 9-1-1 Emergency Telephone Services. Jones Votes No, all others vote Yes. Motion carried.**

**4) EMA New Business**

- a) EMA Consolidation Update - The consolidation of the Christian and Montgomery County EMA Departments started today.
- b) EMA Trailer Purchase Update – Nimmo emailed Bergen stating that a \$2,500 down payment was made to purchase an EMA trailer that will be owned by Montgomery County and paid for out of the Dakota Access Pipeline Grant money. Nimmo's email stated the trailer will be stored at the Highway Department shed and will be locked up for security. The EMA trailer will be used to store the EMA equipment and supplies from Montgomery and Christian Counties.

**5) Executive Session: (not needed)**

**6) Pay EMA and/or Ambulance Bills Approval: Motion by Graden and second by Jones to pay the bills. All in favor, motion carried.**

**7) Open Discussion:**

**8) Adjourn: Motion to adjourn by Fogle and second by Wendel. All in favor, motion carried.**

# Montgomery County Board

## Finance Committee Minutes

**Date:** Wednesday, December 4th, 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:** None

**Others Present:** Eric Braasch, Ray Durston, Tim Fogle, Rick Robbins, Sandy Leitheiser, Danny Hough and Nikki Lohman

1. **SOA Report Update/Approval:** Durston reported there have been about 50 complaint packets given out and about 18 have come back for the Board of Review. The 2019 Assessments will be published December 4<sup>th</sup> and 5<sup>th</sup>, 2019 and notices have been mailed for all the townships. The tentative abstract will be mailed to the Department of Revenue after publication. Durston reported they will start working on the Senior Freeze Forms after they receive the revised forms. Durston stated he and other local officials met with the VISTRA Director and their Attorney Tom Atherton regarding their proposal that outlined a three year step down on their assessment now that the power plant has closed. Durston stated he along with Chairman Young and Treasurer Lohman attended a meeting at the State Capitol Monday, December 2<sup>nd</sup>, hosted by Senators Koehler and Manar to discuss Legislation being drafted to help ease the effect of the power plant closures. They hope to have the drafted legislation ready to review in January 2020.
2. **Capital Improvement Fund Reports Update/Approval:** The Committee reviewed the Capital Improvement Fund and a coal check was deposited for November in the amount of \$18,800.
3. **County Property and Casualty Insurance renewal Update/Approval: Eric Braasch.**
  - VAC medical assistance devices: Eric Braasch of Scheller Insurance will review the request from Dave Strowmatt regarding liability on the VAC medical equipment.
  - 708 Board – Danny Hough asked the committee about coverage options for the 708 Board on the county property and casualty insurance for Error and Omissions. Dan Hough stated they don't get any pay or stipend and he has researched with other county 708 Boards. Other 708 Board replied they entered into a Memo of Understanding agreement with their county for the use county buildings to conduct their meetings. The Committee reviewed and discussed a draft of the MOU that Hough shared and Beeler stated she would send a copy to the States Attorney for review and to make a recommendation. Hough stated the next 708 Board awards will be in May and applications will be available in January. Beeler stated we will have a motion at the full board meeting to approve adding the 708 Community Health Board to our County Liability Insurance. Need a motion at full board to approve adding the 708 Community Health Board to our County Liability Insurance.
  - Beeler asked Eric Braasch about the premium we were invoiced for the cyber security coverage. There was \$150,000 for social engineering coverage (deception, phishing scams to cover these scams etc.) and the invoice and Eric will email Treasurer Lohman a revised invoice. Braasch reported Workers Comp premium went down because of the rates. The committee asked Braasch to come to the January 14<sup>th</sup> full board meeting to give an annual update.
4. **IMRF for Elected Officials Update/Approval:** Beeler stated the County Association is looking into the issue and there are no updates since last month where county board members collecting an IMRF pension will not be able to be paid a per diem.
5. **Finance/Budget Control Policies and Procedures Update/Approval:** Beeler stated she will work on reviewing the other county policies this winter.
6. **Class Action Notice for Opioid Litigation Update/Approval:** Nothing new to report.
7. **A Resolution Committing Certain County Revenues to Specified Expenditures Update/Approval:** Committee reviewed a draft of the resolution committing certain Montgomery

county revenues to specified expenditures. Beeler stated she would like the States Attorney's checking account for Jury Trial Witness Fees need to go to Treasurer's Office. The vendors for the Jury Trial Witness Fees could be put on the prepaid list so the checks could be paid that same day. Beeler will address this with Attorney Hitchings.

8. **Resolution to Convey Trustee Deed for Parcel #08-23-401-002 in Nokomis Township to Randy Brockmeyer Update/Approval: Motion by Beeler and second by Moore to approve the Resolution to Convey Trustee Deed for Parcel #08-23-401-002 in Nokomis Township to Randy Brockmeyer. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
9. **Resolution to Convey Trustee Deed for Parcel #11-28-251-002 in Butler Grove Township to Rickey Lane Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #11-28-251-002 in Butler Grove Township to Rickey Lane. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
10. **Resolution to Convey Trustee Deed for Parcel #11-36-200-015 in Butler Grove Township to Robert Bellm Rives Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #11-36-200-015 in Butler Grove Township to Robert Bellm Rives. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
11. **Resolution to Convey Trustee Deed for Parcel #13-06-212-006 in Witt Township to Merle Clayton Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #13-06-212-006 in Witt Township to Merle Clayton. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
12. **Resolution to Convey Trustee Deed for Parcel #16-01-305-021 in Hillsboro Township to Franklin J. Altevogt, Teresa A. Altevogt Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #16-01-305-021 in Hillsboro Township to Franklin J. Altevogt, Teresa A. Altevogt. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
13. **Resolution to Convey Trustee Deed for Parcel #16-01-376-002 in Hillsboro Township to Adam Jeffers, Amy Jeffers Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #16-01-376-002 in Hillsboro Township to Adam Jeffers, Amy Jeffers. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
14. **Resolution to Convey Trustee Deed for Parcel #16-02-429-008 in Hillsboro Township to Robert Watson, Lora Watson Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #16-02-429-008 in Hillsboro Township to Robert Watson, Lora Watson. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
15. **Resolution to Convey Trustee Deed for Parcel #17-07-136-003 in East Fork Township to Thomas A. Justison and Thomas F. Justison, Joint Tenants with Rights of Survivor Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #17-07-136-003 in East Fork Township to Thomas A. Justison and Thomas F. Justison, Joint Tenants with Rights of Survivor. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_.**
16. **Resolution to Convey Trustee Deed for Parcel #17-07-209-013 in East Fork Township to Kent Stewart, Kathy Stewart Update/Approval: Motion by Beeler and second by Loucks to approve**

the Resolution to Convey Trustee Deed for Parcel #17-07-209-013 in East Fork Township to Kent Stewart, Kathy Stewart. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_).

17. Resolution to Convey Trustee Deed for Parcel #17-35-405-002 in East Fork Township to Terri Theresa Romero Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #17-35-405-002 in East Fork Township to Terri Theresa Romero. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_).
18. Resolution to Convey Trustee Deed for Parcel #17-35-462-008 in East Fork Township to Jose A. Perez Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #17-35-462-008 in East Fork Township to Jose A. Perez. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_).
19. Resolution to Convey Trustee Deed for Parcel #18-26-129-002 in Fillmore Township to David Haslett Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #18-26-129-002 in Fillmore Township to David Haslett. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_).
20. Resolution to Convey Trustee Deed for Parcel #21-19-359-005 in East Fork Township to Logan Renfro Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #21-19-359-005 in East Fork Township to Logan Renfro. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_).
21. Resolution to Convey Trustee Deed for Parcel #12-22-456-005 in Irving Township to Amanda Hockett Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #12-22-456-005 in Irving Township to Amanda Hockett. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_).
22. Resolution to Convey Trustee Deed for Parcel #10-03-408-014 in North Litchfield Township to Claude E III and Carolyn Riley Update/Approval: Motion by Beeler and second by Loucks to approve the Resolution to Convey Trustee Deed for Parcel #10-03-408-014 in North Litchfield Township to Claude E III and Carolyn Riley. All in favor, motion carried. (For copy, see Resolution Book \_\_\_\_, pages \_\_\_\_).
23. Executive Session for Personnel/Litigation/Property Acquisition Update/Approval: (if needed)  
Motion by Moore and second by Loucks to enter into executive session. Time 4:55 pm.  
Motion by Moore and second by Loucks to come out of executive session. Time: 5:15 pm.  
No action was taken .
24. Other Business Update/Approval: Young reported he was contacted by the Coal Mine to meet on Thursday Morning to see what the county can do to help them get the coal mine operation going again. Young asked if Litchfield is going somewhere else for their ambulance billing because it is on their agenda. Sneed reported he talked with Paul Osborne yesterday and the City wants betting ambulance billing reporting.
25. Public Comments Update/Approval: None

Motion by Robinson and second by Moore to pay bills and approve payroll. All in favor, motion carried  
Motion by Robinson and second by Furness to adjourn the meeting. All in favor, motion carried.  
Meeting adjourned at 5:25 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, December 3rd, 2019

**Time:** 4:00 PM – County Board Room

**Members Present:** Chuck Graden, Connie Beck, Mark Hughes, Sandy Johnson, Glenn Savage, Richard Wendel and Evan Young

**Members Absent:**

**Others Present:** Brian Sullivan, Brian Deming, Bill Gonet, Sandy Leitheiser, Amanda Daniels

The committee met today to discuss the following:

- 1. Elections Update/Approval:** Clerk Leitheiser shared a list of County Candidates for the March 17<sup>th</sup>, 2020 Primary Election. Leitheiser stated her office is working towards the next election cycle.
- 2. EPA Report Update/Approval:** Gonet shared his report regarding the open dump and landfill inspections. Gonet shared a job description from the U of I Extension for his position to help the committee look for a replacement when he retires at the end of February 2020. Gonet will work on closing up current open inspections before his retirement. Gonet stated that dumping occurs on municipal, township or county right of ways.
- 3. Recycling Program and Events Update/Approval:**

DC Waste Proposal – Brian Demming reported customer are responding well and they have about 300 stops for curb side recycling now in Hillsboro, Litchfield and Schram City. Demming reported he is gathering data to figure out the weights, numbers and logistics to figure out the costs before they go to other towns. Demming stated he is still looking at using the baler and will work with the City of Hillsboro on using the building. Young stated he wants the City to take over the building and once the county gets out of the building, Hillsboro will work out a lease with DC Waste. Mayor Sullivan stated he will put this issue on the city's agenda for the next meeting. Young stated the county will work out the leasing of the equipment with Deming.
- 4. Animal Control Facility Program Update/Approval:** Daniels will report
  - Municipal Contracts and letters were sent out to all the Municipalities. Harvel, Witt, Butler, Fillmore, Witt and Nokomis have returned signed contracts. Young stated we will set up a meeting with the Mayors in January.
  - Horses – Daniels reported there were seven horses in the road in rural Butler and sent for boarding. The proper documentation was sent to States Attorney and final disposition was given.
- 5. Executive Session for Personnel, Litigation, Property Acquisition Update/Approval:** Motion by Beck and second by Wendel to enter into executive session. All in favor, motion carried. Time - 4:30 PM. Motion by come out of executive session by Wendel and second by Savage. All in favor, motion carried. Time \$4:50 PM. Motion by Wendel and second by Beck to approve having the County Board Administrator do the EPA Position upon Gonet's retirement and to hire a full time office assistant in the County Coordinator's Office. All in favor, motion carried.
- 6. Other Business Update/Approval:** The committee discussed and approved that the Red Recycling pickup truck go to Animal Control.
- 7. Public Comments:** None

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

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

Meeting adjourned 5:00 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, November 21, 2019

**Time:** 5:00 pm - County Board Room

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

**Members Absent:**

**Others Present:** Sandy Leitheiser and Rick Robbins

The committee met to discuss the following:

1. **Employee Health Insurance Update/Approval:** Employee Health Insurance Open Enrollment is now complete and AFLAC will be on site in a couple of weeks to sign up employees.
  - Monthly HRA report: The committee reviewed the HRA report and we are currently at \$57,423. Last year at this time the HRA was about \$70,000.
2. **Employee Personnel Manual Update/Approval:** The committee continued reviewing the recommendations from ICRMT. Yeske has compiled notes on all the committee suggestions and will get with Coordinator Daniels to make the revisions before the next committee meeting. The committee will review the revised employee manual at next month's meeting so it can go to the full board for review. The Cyber Security Policy has been sent out to all County Departments and the employees have until December 13<sup>th</sup>, 2019 to return their signed paperwork.
3. **Employee Drug Policy Update/Approval:** The committee discussed the employee drug policy to address the new laws regarding cannabis use and will wait until changes made during the veto session are announced.
4. **Local 148, Circuit Clerk and Local 397, for the SOA, States Attorney, & Ambulance Billing Offices Update/Approval:** Furness reported this has been taken care of and he hasn't heard anything from Circuit Clerk Lemons. The union contracts didn't have to be opened and Furness stated he checked with Attorney Guare who sent language to address the issue if it comes up.
5. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:**
6. **Other Business Update/Approval:** Sheriff Robbins reported his department is short two correctional officers which is creating some overtime. Robbins stated he is requesting seven Telecommunicators when the 911 merges with Christian County. Robbins stated he had a meeting with Christian County and they are working on beginning wages for the Telecommunicators.

Motion to adjourn by Deabenderfer and second by Robinson

Meeting adjourned at 6:52 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, December 5th, 2019

**Time:** 8:30 AM – Highway Department

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

**Members Absent:** Evan Young

**Other Present:** County Engineer Cody Greenwood

1. **Sale of Surplus Equipment Letting Results Update/Approval:** Greenwood reported we received three bids on the surplus pavement roller. Lester Hamlin bid \$2,787 and Joel Moore bid \$4,100. Dustin Favre of Titan Pipe and Tube LLC bid \$5,001. **Motion by Moore and second by McCammack to sell the surplus pavement roller to Titan Pipe and Tube LLC in the amount of \$5,001.**
2. **2020 Bulk Fuel Purchasing Letting Results Update/Approval:** Greenwood reported we received two bids for the 2020 bulk fuel.

|                  | <u>Farmers Oil in Nokomis</u> | <u>M &amp; M Service</u> |
|------------------|-------------------------------|--------------------------|
| Clear Diesel:    | \$.09 per gal.                | \$.14 per gal.           |
| Red Diesel:      | \$.09 per gal.                | \$.14 per gal.           |
| Diesel Additive: | \$.02 per gal                 | \$.06 per gal            |
| Winter Additive: | \$.02 per gal                 | \$.03 per gal            |
| Unleaded Gas:    | \$.09 per gal                 | \$.14 per gal            |

**Motion by Bergen and second by Bishop to recommend the approval of the low bid from Farmers Oil in Nokomis for the Bulk Fuel Purchase for the coming year. All in favor, motion carried.**

3. **Diesel Diagnostic Repair Hardware Update/Approval:** Greenwood reported they looked at another piece of diagnostic equipment that will also hook up to the off highway equipment. Greenwood stated the \$2,000 annual subscription with JPRO was due, so they looked at Diesel laptop that has a module for off highway equipment for a onetime charge of \$9,600. Greenwood reported that Carl has to do a lot of phone work to deal with getting fault codes. They got a 30 day free trial with the new system and it gives fault codes with diagrams. **Motion by McCammack and second by Loucks to approve the purchase of the new Diesel laptop in the amount of \$9,600. All in favor, motion carried.** The purchase will come out of the Equipment Purchase Fund.
4. **Village of Walshville Street Issues Update/Approval:** Greenwood stated he hasn't talked with the Village of Walshville Officials yet to discuss the options of fixing or re-routing the main road that goes through town. Greenwood reported Federal Guidelines must be followed for the acquiring the Right of Way for this project so the County would be the lead agency. Committee members discussed the need for the county to proceed with this project. Greenwood reported this would be an 80%/20% project and we can use the Federal Aide Match fund. We would need to get an engineer on board and get an estimate to get the project going. Greenwood will get figures for the cost of the project so the board can take action and Greenwood will work with Walshville Officials to acquire the ground.
5. **Section 19-18118-00-BR Witt Twp. Seven Sisters Ave. Bridge Replacement Preliminary Engineering Services Update/Approval:** Greenwood reported he called Prairie Engineers regarding the proposal they submitted for this engineers work and they came down to \$54,500. Greenwood asked for a proposal from Hurst-Rosche Engineers for the preliminary engineering work and their bid was \$42,400. **Motion by Loucks and second by McCammack to approve the bid from Hurst-Rosche Engineers in the amount of \$42,400 for the preliminary engineering work for the Seven Sisters Avenue Bridge Replacement project. All in favor, motion carried.**

6. **Resolution #2019-20, BLR 09221 – Resolution Appropriating Funds for the Payment of the County Engineer’s Salary for 2020 Update/Approval:** Greenwood reported he has not received the revised salary figures from the State yet.
7. **New Overhead Doors on Collision Center Update/Approval:** Greenwood stated the new overhead doors have been installed and the limits will need to be set on the door openers.
8. **New Highway Department Property Purchase Update/Approval: Executive Session to discuss Highway Department Property Purchase.** Motion by Moore and second by Bergman to enter into executive session to discuss property purchase. All in favor, motion carried. Motion by McCammack and second by Moore to come out of executive session. Time 9:16 am. All in favor, motion carried. No action was taken.

**Other Business Update/Approval:** Greenwood reported he spoke with Nimmo regarding the storage of the red EMA Truck and no discussion took place regarding the storage of a new EMA trailer.

**Public Comments Update/Approval: None**

Motion by Bishop and second by Moore to Pay Bills. All in favor, motion carried.

Motion by Moore and second by McCammack to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 9:42 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.