

## Montgomery County Board

### Minutes

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For Tuesday, July 21<sup>st</sup>, 2020 – 5:30 PM

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The following are minutes of a regular meeting of the Montgomery County Board held at 5:37 PM on Tuesday, July 21st, 2020 via teleconference.

**The meeting was called to order by County Board Vice Chairman Megan Beeler at 5:37 PM.**

**Roll call was taken - 21 members present, 0 members absent.**

**Members Present:** Connie Beck, Megan Beeler, Bill Bergen, Glenn Bishop, Ronald Deabenderfer, Tim Fogle, Kirby Furness, Chuck Graden, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Dennis McCammack, Gene Miles, Jim Moore, Earlene Robinson, Glenn Savage, Bob Sneed, Richard Wendel, Donna Yeske, and Evan Young. (Chairman Young arrived in person later in the meeting, so Vice Chairperson Beeler chaired the meeting).

**Members Absent:** none

**Pledge of Allegiance to the flag** was led by Gene Miles.

Chairman Beeler asked for a moment of silence for former County Board member Dale White, who recently passed away.

**Mileage and Per Diem Approval:** Motion by Miles and second by Loucks to approve the Mileage and Per Diem. All in favor, motion carried.

**Approval of Minutes of Previous County Board Meeting:** Motion by Deabenderfer and second by Yeske to approve the Minutes of the Previous County Board Meeting held on Tuesday, June 9<sup>th</sup>, 2020. All in favor, motion carried.

**CONSENT AGENDA:** No reports given for this month.

### **LIAISON REPORTS:**

- **708 Board** – Robinson stated they have a meeting scheduled soon.
- **CEFS Board** – Fogle stated there was nothing to report.
- **911 Board** – Bergen reported they will have a meeting next week.
- **Health Department** – Sandra Johnson stated there was nothing to report.
- **IL Association of County Officials** – Bergen stated there was nothing to report.
- **MCEDC** – Yeske stated she will give the report during Economic Development Committee report.
- **Planning Commission** – Deabenderfer stated the Planning Commission heard presentations about the pros and cons of Wind Farms at their last meeting and will discuss the updates to the current Wind Siting Ordinance at their upcoming meeting tomorrow night.
- **Senior Citizens Board** – Deabenderfer reported they met on July 6<sup>th</sup>, 2020, to discuss the budget.
- **UCCI** – Miles stated they did not meet.
- **U of I** – Beck reported they did not meet.
- **WCDC** – Wendel stated they met on June 18<sup>th</sup> and the Job Center has funds for dislocated workers and youth training.

## **COMMITTEE REPORTS:**

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

1. **Information Systems Report Update:** Beeler reported they are currently working on the Sheriff Department upgrades and the electrical systems in the data room need upgraded to accommodate the new 911 equipment. She said they are planning to switch over to the new 911 equipment in July.
2. **Census Count Committee Update:** County Clerk Leitheiser provided members a handout with the current timeline for Census completion and encouraged them to tell their constituents to complete their 2020 Census if they haven't already done so.
3. **Covid-19 Pandemic Update:** EMA Director Nimmo gave an overview of COVID-19 activities and funding. He announced the Montgomery County Health Department has set up a mobile COVID-19 testing site located at the new Montgomery County Highway Department site.
4. **Extension of the Proclamation of a Disaster in Montgomery County Approval:** Motion by Yeske and second by Miles to approve the extension of the Proclamation of a Disaster in Montgomery County due to the outbreak of the Coronavirus Disease (COVID-19) to the August 11<sup>th</sup> full Board Meeting at 5:30 pm or if the Governor lifts the order earlier. All in favor, motion carried. (See Resolution Book 18, page 78).

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

1. **Maintenance and Cleaning Issues and Report Update/Approval:**
  - Sneed reported Building and Grounds Committee Work Orders are being submitted. He said the elevator at Courthouse Complex has been down since last week and needs a new circuit board which will be shipped by Thursday. He stated the leak at the Courthouse Complex above Courtroom #2 has been addressed. Sneed also stated additional roof repairs were done at the Annex due to a leak there. He reported he called local contractor Brett Seward regarding brick work needed at the Historic Courthouse, but he hasn't heard from him yet.

**ECONOMIC DEVELOPMENT COMMITTEE REPORT:** Given By Committee Vice Chairman Ron Deabenderfer:

1. **COVID-19 Relief Grant Update:** Yeske said the committee discussed recent information from DCEO regarding the CURES grant awards for Counties, Municipalities and County Health Departments.
2. **MCEDC Update:** Yeske stated the Annual MCEDC meeting will be held on August 13<sup>th</sup>, 2020 and the location and time will be announced.
3. **Tourism Applications for Event Funding Update:** Yeske said the letter went out regarding the awards.
4. **CEDS Document Update:** Yeske reported she is hoping to submit the CEDS package by the end of September, 2020, and the County Board will need to pass a proclamation to be able to participate.

5. **Planning Commission Update:** Deabenderfer reported the Planning Commission met last week and heard presentations from Robert Scott of Power up Illinois and Joe Tillman of Lake Land Community College. He said the next Planning Commission meeting is scheduled for July 22<sup>nd</sup>, 2020, when they should be working on Wind Energy and Siting Ordinance.
6. **Bike Trail Update:** Yeske deferred to Engineer Greenwood, who said he did an assessment of the Green Diamond Bike Trail and informed members the Highway Department will address a few of the improvements at a cost of approximately \$2,000. Greenwood said the Highway Department will mow if needed and trim trees this fall.
7. **Montgomery County Bicentennial Update:** Yeske reported the next Bicentennial Committee meeting will be held on July 29<sup>th</sup>, 2020, at Hillsboro Bank at 7:00 pm and everyone is encouraged to attend.
8. **FY 2021 Budget Sheet Proposals Update:** Yeske reported the committee reviewed and approved the FY 2021 budget sheet proposals for Offices 246, Hotel Tax – 345, RLF and 046 Economic and Infrastructure.

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

1. **Ambulance Billing Office Update:** Bergen reported all Litchfield billing is going to Litchfield as of the middle of the month, so the ambulance billing service will no longer work for Litchfield after that date. He reported ambulance calls are down 30% to 40% due to the virus.
2. **EMA Report Update:** Bergen reported there was a misunderstanding about food purchases for EMA volunteers, and it has been addressed.
3. **ETSB/911 Update:** Bergen reported they are making progress with new equipment installation for 911. Sheriff Robbins said the project is about half completed. Bergen said they will be making adjustments to the 911 budget and addressing an issue with a concern from a vendor regarding the RFP.
4. **HWE and EMA Committee Restructure to Combine Update:** Bergen reported he spoke with Chairman Young and his committee is in favor of combining with the HWE Committee. Beeler stated the Rules Committee will have to meet to make this change and most likely changes will be made for the next fiscal year.

**FINANCE COMMITTEE REPORT:** Given by Committee Chairwoman Megan Beeler:

1. **FY 2021 Budget Update:** Beeler encouraged members to get their budgets completed and turned in.
2. **COVID-19 Business Relief Grant Approvals:** Beeler reported the committee reviewed all grants submitted for the COVID-19 Business Relief Grant Program. Beeler stated there may be a second round of grants offered later this year.
  - **Motion by Beeler and second by Loucks to award Briar Rose \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.**
  - **Motion by Beeler and second by Yeske to award Chapps \$3,997 for the COVID Business Relief Grant Program. All in favor, motion carried.**
  - **Motion by Beeler and second by Moore to award Chiefs I \$2,463 for the COVID Business Relief Grant Program. All in favor, motion carried.**
  - **Motion by Beeler second by Yeske to award Cobetto's Inc. \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.**

- Motion by Beeler and second by Loucks to award Drapes Lounge \$3,765 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Yeske to award EVI Salon \$2,784 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Graden to award Farmers Oil \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Yeske to award Grandma's Kitchens \$3,909 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Jones to award Hillsboro Garden Family Restaurant \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Deabenderfer and to award Hiltop Elite Academy of Tumbling Inc. \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Jones to award Hunter Green Inn & Pub \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Fogle to award Hurst-Rosche Engineers \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion Beeler second by Yeske to award Key Largo Tan and Hair \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Loucks to award Litchfield Country Club, which has a 501c7 status, \$5,000 for the COVID Business Relief Grant Program. Sneed abstains. All others in favor, motion carried.
- Motion by Beeler and second by Loucks to award Litchfield Taxicab \$4,025 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Yeske to award Midwest Target Company \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Fogle to award National Maintenance and Cleaning Inc. \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Graden to award New 2 You \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler second by Beck to award Petal Pushers \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Jones to award Raise the Bar \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Moore to award Re-Sale Station \$3,831 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Graden to award S Oltmanns Inc. \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
- Motion by Beeler and second by Beck to award Skyview Drive In \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.

- Motion by Beeler and second by Jones to award Tosi's Route 66 Café \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Deabenderfer to award T-Shirts Inc. \$3,701 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Loucks to award Witt Bar LLC. \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Beck to award Hubbard Wood \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Jones to award Krager Construction \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Fogle to award Elk Tower Apartments and Line Pilot Bungee, Inc. \$5,000 EACH for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Yeske to award Tan Lines and Hair Designs \$471 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Wendel to award Opperman Hardscape \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Beck to award Maverick Steaks and Spirits \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Beck to award Ariston Café \$5,000 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Yeske to award Lisa Lipe Hair Stylist \$1,860 for the COVID Business Relief Grant Program. All in favor, motion carried.
  - Motion by Beeler and second by Moore to deny funding to Travel Services for the COVID Business Relief Grant Program based on lack of information. All in favor, motion carried.
  - Motion by Beeler and second by Yeske to deny funding to Corporate Consulting Services, Inc. for the COVID Business Relief Grant Program based on lack of information. All in favor, motion carried.
  - Motion by Beeler and second by Loucks to deny funding to Financial Services of America for the COVID Business Relief Grant Program based on lack of information. All in favor, motion carried.
  - Motion by Beeler and second by Graden to award Suzzie's Beauty Shop \$5,000 for the COVID Business Relief Grant Program. Robinson abstains. All others in favor, motion carried.
3. **Capital Improvement Fund Reports Update:** The committee discussed and reviewed the Capital Improvement Fund Reports.
4. **Opened Bids for County Surplus Property in Pitman Township:** Beeler reported the committee opened three bids for the surplus property in Pitman Township, Parcel ID #03-04-200-008 and the high bid was \$9,005 from Jamie Hannah. **Motion by Beeler and second by Beck to accept the high bid from Jamie Hannah in the amount of \$9,005**

for parcel ID # 03-04-200-008 contingent on negotiating an easement for the bike trail. All in favor, motion carried.

5. **Sheriff Vehicle Replacement Approval:** Motion by Graden and second by Jones to approve up to \$39,000 for another Deputy Patrol Vehicle. Moore asked if some of the equipment can be retained from the current vehicle and used for the new vehicle. Sheriff Robbins responded they try to do this, but some of the equipment won't fit in the newer vehicle. Moore asked how many Sheriff's vehicles we have now, and Robbins responded we have 16 total vehicles to his best recall. All in favor, motion carried.
6. **Vacation Buyback Update:** Beeler stated Furness reported the Personnel Committee discussed employee vacation buyback options, and the committee will get more info and continue to discuss this topic next month.
7. **State's Attorney and Public Defender Salaries Approval:** Beeler stated we are required to approve a Cost Of Living Adjustment (COLA) increase for State's Attorney and Public Defender salaries to be added to the Illinois Department of Revenue reimbursement the county receives for their salaries. She said the wage increase would range from 2.1% to 2.4%, and the current salary for State's Attorney is \$173,744.74. Beeler stated we have to retroactively pay this new percentage back to July 1, 2019 a base salary increase to \$174,255.29, and the proposed raise effective 7/1/2020 is \$178,960.18.

She stated the Public Defender's salary is presently \$156,370.24, and we have to retroactively pay back to July 1, 2019, a base salary increase to \$156,829.76 and the proposed raise effective 7/1/2020 for the Public Defender is \$161,064.16.

**Motion by Beeler and second by Fogle to adopt the Illinois Department of Revenue's salary recommendation for the State's Attorney and the Public Defender. All in favor, motion carried.**

Hughes asked if consideration could be given to increasing other elected officials' salaries if we are increasing the State's Attorney's salary, such as the Coroner and Circuit Clerk, who are also running for re-election. He asked when the last time the Coroner got a raise, and Beeler said that position received a raise the last time it was up for re-election. She said raises for county elected officials have to be set in a certain timeframe before their elections under Illinois law, and it isn't possible to raise them again after that timeframe during their four year term.

**H.W.E. COMMITTEE REPORT:** Given by Committee Chairman Chuck Graden:

1. **Consolidation of HWE and EMA Update:** Graden reported the committee discussed the idea of consolidating the HWE and EMA committees due to the recycling program being discontinued and the consolidation of the Montgomery and Christian County EMA's.
2. **Elections Update:** Graden deferred to Leitheiser, who reported that due to the new Elections law, her office will be mailing a postcard application to vote to all active registered voters in Montgomery County. Leitheiser reported it will cost \$.25 to print each post card and \$.18 per post card to mail, which will be reimbursed by state grants. She said other provisions included in the law are enhanced polling place standards for social distancing and disinfecting.
3. **Election Judge Commission List Approval:** Leitheiser stated she is seeking County Board approval of Election Judges names, which will then be sent to the Circuit Court.

**Motion by Graden and second by Moore to approve the Election Judge Commission List. All in favor, motion carried. (See Resolution Book 18, page 79).**

4. **Polling Place Changes Update/Approval:** Leitheiser reported two polling place locations need to be changed due to COVID requirements. **Motion by Jones, second by Beck to move the polling place from the Farmersville Village Hall to the Farmersville KC Hall. All in favor motion carried. Motion by Beck and second by Fogle to move the polling place from Litchfield National Armory to the First Presbyterian Church of Litchfield. All in favor, motion carried.**
5. **Recycling Surplus Bids Update/Approval:** Graden stated bids for the three surplus items were opened. **Motion by Graden and second by Beck to accept the bid from Phillip Seacella for the F650 box truck in the amount of \$3,039. All in favor, motion carried.** Furness stated the bid process was flawed because the amount awarded did not meet the minimum bid. **Motion by Furness and second by Jones to rescind the motion made to accept the bid because it did not meet the minimum bid requirement in the advertisement. All in favor, motion carried.**  
**Motion by Graden and second by Beck to sell the Caterpillar Forklift to Joe Chappealer in the amount of \$3,550. Beeler stated this motion met the minimum bid. All in favor, motion carried. (Chairman Young entered the meeting.)**  
**Motion by Moore and second by Miles to reject the bid from Mr. Seacella for \$503 for the trailer due to it not meeting the minimum bid requirement in the advertisement. All in favor, motion carried.**
6. **Animal Control Facility Program Update/Approval:** Graden said Amanda Daniels reported on the number of bite and neglect cases since the beginning of the year. He said Daniels also shared other statistics for animal control. Deabenderfer asked if there has been any movement on the municipal agreements for Animal Control, and Young said there has been none.
7. **EPA Report Update/Approval:** Graden reported training has not resumed due to COVID-19. He said Daniels shared an email from IL EPA regarding the delegation agreement scheduled to expire in 2021 that indicated there will not be any significant changes in the state delegation agreements with the counties.

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

1. **Employee Health Insurance Update:** Furness said Amanda Mast reviewed the quarterly plan report regarding the claims so far, and Health Alliance is reporting a loss of \$26,454. Bishop questioned whether the board needs to bid broker services for employee health insurance since we may be facing an increase from Health Alliance next year, and members discussed the timeframes set for the bidding process, as well as the broker services currently provided which includes bids from several health insurance companies.
  - a. **Monthly HRA report:** Furness stated we have had a 4.6% utilization rate as of the end of June and the HRA model changed a little this year so we are running a little higher in terms of dollar amount, but running a little lower percentage. He said Health Alliance reported a \$22,000 loss on our group for the first 2 quarters of this year, and the expenses were \$431,191 and premiums were \$408,537.

2. **Employee Personnel Manual Update:**
  - a. **Revised Drug Policy addressing Cannabis** – Furness said the Committee reviewed and made some changes to the policy. This issue will be tabled until next month.
3. **Vacation Buyback Policy Update:** Furness reported the Finance and Personnel Committees will work on this issue closer to the end of the year.
4. **Employee Transition back to Work Update:** Furness reported they are doing the court cases by Zoom.
5. **Other Business Update:** Furness stated union negotiation meetings will be set up with Local 773 Telecommunicator/Correctional Officer Union.

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

1. **Surplus Property Sealed Bids Approval:** Miles reported two bids were turned in on the lighted diesel sign. Motion by Miles and second by Loucks to sell the lighted diesel sign to Darrin Spinner for \$105. All in favor, motion carried.  
Miles reported there were also two bids on the overhead doors. Motion by Miles and second by Young to approve selling the two overhead doors to Larry Pezold for \$456 each. All in favor, motion carried.
2. **Resolution 2020-09 to appropriate funds for 1210 BCA on North 3<sup>rd</sup> Avenue, Pipe Culvert in Walshville Township, 50%/County 50% for a total of \$18,000 Approval:** The county portion will be \$9,000. Motion by Miles and second by Loucks to approve Resolution 2020-09 to appropriate funds for 1210 BCA on North 3<sup>rd</sup> Avenue, pipe culvert in Walshville Township with the County share being \$9,000. All in favor, motion carried. (See Resolution Book 18, Pages 80-81.)
3. **Resolution 2020-10 to appropriate funds for 1211 BCA, Structure 068-3358 (Downs Bridge) HMA overlay, 100% County project in the amount of \$18,000 Approval:** Motion by Miles and second by Deabenderfer to approve Resolution 2020-10 to appropriate funds for 1211 BCA, Structure 068-3358 (Downs Bridge) HMA overlay, 100 County project in the amount of \$18,000. All in favor, motion carried. (See Resolution Book 18, pages 82-83.)
4. **Village of Walshville Streets Update:** Miles reported Sefton shared a map providing a few options to re-route the main road in the Village of Walshville. He said the committee discussed having Engineer Greenwood presenting Option 1 to the Village of Walshville to obtain the right of way. Option 2 will not be considered by the County, so this issue is being tabled at this time.
5. **Property Agreement for the former Wright Automotive Property to Highway Department Update:** Miles stated the signed agreement has been recorded.
6. **Highway Maintainer Job Opening Update:** Miles reported Highway Maintainer Randy Schmidt retired and the vacant position was published in the newspaper for this week and next week. He said a recommendation from Greenwood and Sefton will be made to the full board. Applications are due at the end of the workday this Thursday, July 23<sup>rd</sup>.
7. **Letter from Bremer Sanctuary Update:** Miles reported Assistant Engineer Sefton said they received a letter from Ken Schaal of Bremer Sanctuary complaining about the spraying of chemicals on the right of way at the Sanctuary. Sefton will be meeting with Schaal concerning this matter and reporting his findings back to the committee.



**APPROVAL OF 8 COMMITTEE REPORTS & MINUTES:**

Motion by Loucks and second by Yeske to approve the eight committee reports and minutes. All in favor, motion carried.

**ANNOUNCEMENTS:** Beeler stated Budget Hearings will be scheduled for all day Tuesday, August 18<sup>th</sup> starting at 8:00 am, and on Thursday, August 20<sup>th</sup> from 8:00 am to noon.

**SCHEDULE CHANGES:** Beeler stated starting in July, the Building and Grounds committee is now meeting on the Wednesdays before the full board on the following Tuesday at 8:30 am and Finance committee is meeting the Fridays before the full board on the following Tuesday at 8:30 am.

**APPOINTMENTS:**

Motion by Beeler and second by Miles to appoint the following individuals to the Revolving Loan Fund Board for two year terms all ending in July 2022: Jennifer Compton, Tim Hoehn, Ron Deabenderfer, Mike Fleming, Misty Borrowman, Nick Kuhns and Bob Wagahoff. Deabenderfer abstains. All others in favor, motion carried.

Treasurer Lohman reported 65% of Property taxes have been collected so far, and last year at this time we had collected 67%. She said at the present time, we are reimbursed 90% of the State's Attorney's salary and 66% of the Public Defender's salary.

**PUBLIC COMMENTS:** None

**PAY BILLS AND PAYROLL:** Approval to Pay Any Invoices to Adams PC and Books & Moore, Point of Light and Furness Concrete & Construction, Inc. and JJ Outlet, LLC and Yeske Soaps: Motion by Beeler and second by Loucks to pay any invoices for Adams, PC and Book & Moore, Point of Light and Furness Concrete & Construction, Inc. Voice Vote: In favor – 17, Against – 0, Absent – 0, Abstain – 4 (Moore, Bishop, Furness and Yeske). Motion carried.

Motion by Beeler and second by Jones to pay all other approved bills and Payroll. All in favor, motion carried.

**Adjourn:** Until the Full Board on Tuesday, August 11th, 2020 at 5:30 PM in the County Board Room, Hillsboro, Illinois. Motion by Jones and second by Beck to adjourn the Full Board Meeting. All in favor, motion carried. Meeting Adjourned at 7:35. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.

