

Montgomery County Board

Coordinating Committee Meeting Minutes

Date: Tuesday, July 28th, 2020

Time: 8:30 am – County Board Room

Conference Call NUMBER IS: 217-532-8500. Once you are prompted, enter the Conference ID number: 926186 #.

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

Members Absent: Kirby Furness

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

The committee met today to discuss the following:

Coordinating Committee: Evan Young, Board Chairman -

1. **Information Systems Report Update/Approval:** Watkins reported they continue to work on the 911 upgrades, wiring, electrical. Data room in the basement of the New Courthouse is complete. Moving phones and a lot of vendors involved to coordinate. Staff has been working on distributing computers that were to be upgraded this year. Tomorrow is the go live target for the 911 phones. Trying to tie up loose ends today. Power situation at the Sheriff's Office and the New Courthouse is the best it has even been and puts us in a really good spot. Watkins is very happy on how the electrical work turned out. Robbins stated the work is going great and Watkins has been doing a phenomenal job leading this project. The furniture and paint have been done and the guts of the system is being installed today. Ed Boyd has been doing an excellent job of helping to coordinate this project.
2. **Census Count Committee Update/Approval:** Leitheiser stated the census takers knocking doors has been pushed back to August 11th, 2020. Municipal Clerks to set up a phone bank with Sandy to get on the phone to local residents to ask if they have done the census. If not they would help on line so as to practice social distancing. Macoupin County Health Department had some Census materials that Sandy picked up and they are also working the COVID tracking work.
3. **COVID-19 Pandemic Update/Approval:** Treasurer Lohman reported all departments have been given information on their COVID-19 expenses to be turned into Greg Nimmo. Leitheiser and Robbins shared information regarding Bellwether that has experience working with the COVID-19 grant paperwork to help get every dollar for these expenses. The cost for Bellwether to perform this work is \$5,000 and discussion took place on how this would be very beneficial. Bellwether would interview all departments to try and recoup COVID-19 expenses. Grants are available through FEMA and the CURES program. Leitheiser shared information about supplies and equipment that will be needed for the elections due to the Pandemic. Watkins stated laptops and other computer equipment is very hard to come by.
4. **Rules Committee for Committee Consolidation Update/Approval:** Young reported he wants to have the Rules Committee meet to review the HWE and EMA Committee consolidation.
5. **Other Business Update/Approval:** Sheriff Robbins stated it is been a struggle to get people to comply to wearing masks again in our buildings.

Building & Grounds Committee: Bob Sneed, Chairman -

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Sneed reported the elevator in the New Courthouse has been repaired and maintenance staff has been disinfecting between court cases. Leitheiser asked if we have a positive case, if there is a plan to deep clean the buildings or infected offices. Robbins stated we have to deal with the situation and every day the situation changes. Robbins stated we will clean and disinfect the best we can. Having a company come in would be cost prohibited.
2. **Sidewalk Repairs around the Historic Courthouse Update/Approval:** The committee will discuss.

3. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
4. **Other Business Update/Approval:** None

Economic Development Committee: Donna Yeske, Chairman –

1. **EJ Cooperative Water Grant Update/Approval:** Young stated he received an email from EJ Cooperative requesting the County to work with them on a grant they are applying for to build a new water tower.
2. **MCEDC Update/Approval:** The Committee will discuss.
3. **Revolving Loan Fund Update/Approval:** The RLF committee is looking at the packet to make some updates.
 - a. **RLF Transfer to COVID-19:** Committee discussed transferring money from the RLF fund for the COVID-19 expenses.
4. **Tourism Update/Approval:** Committee will discuss.
5. **Planning Commission Update/Approval and Wind Siting Ordinance :** They met last week and made some good progress on the Wind Siting Ordinance and scheduled another special meeting in August.
6. **CEDS Document Update/Approval:** Yeske stated the draft of the CEDS document is ready for the board to review and approve at the August meeting.
7. **Bike Trail Update/Approval:** Yeske stated she is working with the Highway Department to get some work done at the bike trail.
8. **West Central Development Update/Approval:** Nothing to report at this time.
9. **Montgomery County Bicentennial Update/Approval:** Yeske reported the committee is meeting on Wednesday, July 29th, 2020 at 7:00 pm at the Bank of Hillsboro. Yeske shared the Bicentennial logo and shared information on some events that are being planned.
10. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**
11. **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:** Sherry Greenwood will report.
3. **ETSB/911 Update/Approval:** Bergen stated the 911 project is proceeding well at the Sheriff's Office.
4. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**
5. **Other Business Update/Approval:** None

Finance Committee: Megan Beeler, Chairman -

1. **SOA Report Update/Approval:** Ray Durston will report.
2. **Capital Improvement Fund Reports Update/Approval:** The committee will review and discuss.
3. **VISTRA Power Plant Legislation Update/Approval:** Beeler stated there is nothing new to report.
4. **Foresight Energy Agreement/Bankruptcy Update/Approval:** The committee will discuss.
5. **Finance/Budget Control Policies and Procedures Update/Approval:** Beeler stated there is nothing new to report at this time.
6. **Vacation Buyback Update/Approval:** The committee will review the policy with the Personnel Committee.
7. **FY 2021 Budget Update/Approval:** Budget Hearing Dates – Tuesday, August 18th, 2020 at 8:00 am and Thursday, August 20th, 2020 at 8:00 am. .
8. **Policy for Bidding out Professional Services Update/Approval:** The committee will discuss.
9. **Rental Housing Financial Assistance due to COVID-19 Update/Approval:** Clerk Leitheiser shared information regarding the program.

10. **COVID-19 Business Grants Update/Approval:** Young reported he has received some phone calls and emails asking if this will be offered again because some businesses did not know about the program.
11. **Farmersville Parcel # 03-04-200-008: Update/Approval:** States Attorney Bryant Hitching will work on an easement for the Green Diamond Bike Trail that goes through the property.
12. **Property Tax Collection Update/Approval:** Treasurer Lohman will report.
13. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
14. **Other Business Update/Approval:** None

HWE Committee: Chuck Graden, Chairman -

1. **Elections Update/Approval:** Leitheiser gave an update on the Vote by Mail process.
2. **EPA Report Update/Approval:** Daniels reported training will resume after the full board meeting.
3. **Recycling Report Update/Approval:** Bid out two items of surplus Equipment. Need to take off the minimum bid.
4. **Animal Control Facility Program Update/Approval:** Young reported he got a different diesel fuel tank for the incinerator.
5. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
6. **Other Business Update/Approval:** None

Personnel Committee: Kirby Furness, Chairman -

1. **Employee Health Insurance Update/Approval:** Monthly HRA report: Tony Johnson and Amanda Mast from CIBC will report.
2. **Employee Personnel Manual Update/Approval: Committee has been reviewing.**
 - **Revised Drug Policy addressing Cannabis –** Will be submitted to the full board.
3. **Vacation Buyback Policy Update/Approval: The Finance and Personnel Committee will work on this.** Committee will discuss with the Finance Committee.
4. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (not needed)**
5. **Other Business Update/Approval:** Sheriff Robbins reported he transferred a correctional officer to a deputy. Hired a new Telecommunicator and Correctional Officer. They are in training and will bring the Sheriff's Office up to full staff. Leitheiser stated there was a need to get a memo to office holders that our employees are essential and any employee time off would fall under FMLA guidelines. Leitheiser stated she would like to have training on what criteria needs to be met for the COVID-19 FMLA paperwork.

Road & Bridge Committee: Gene Miles, Chairman –

1. **Walshville Bypass Road Update/Approval:** Miles stated the committee continues to discuss the options
2. **Maintainer Position Update/Approval:** Greenwood has advertised for the open position.
3. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval: (if needed)**
4. **Other Business Update/Approval:** None

PUBLIC COMMENTS:

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

Meeting adjourned at 9:40 am.

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

Appointments: None

FULL BOARD Meeting will be held on Tuesday, August 11th, 2020 at 5:30 PM

Montgomery County Board Buildings & Grounds Meeting Minutes

Date: Wednesday, August 5th, 2020

Time: 8:30 AM – County Board Room

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

Members Absent: None

Others Present: Mark Brown

Conference Call NUMBER IS: 217-532-8500. , enter the Conference ID number: 926186 #.

The committee met today to discuss the following:

1. **Maintenance and Cleaning Issues and Report Update/Approval:** Brown reported the elevator at the New Courthouse had the refurbished circuit board replaced and is now operational. Maintenance staff has been mowing, painting, striping parking lots and disinfecting. Sneed reported he has called National Maintenance that cleans the New Courthouse and discussed some issues.
2. **Sidewalk Repairs around the Historic Courthouse Update/Approval:** McCammack reported he has talked with Hillsboro Commissioner Daniel Robbins and the City will discuss if they can partner with the County to get the sidewalks around the Historic Courthouse fixed.
3. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
4. **Other Business Update/Approval:** None
5. **Public Comments Update/Approval:** None

Motion by Graden and second by Miles to pay the bills. Motion carried.

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

Meeting adjourned at 9:00 am

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

Montgomery County Board

Economic Development Committee Meeting Minutes

Date: Monday, August 3rd, 2020

Time: 5:30 pm– County Board Room

Conference Call NUMBER IS: 217-532-8500. **enter the Conference ID number:** 926186 #.

Members Present: Ron Deabenderfer, Mark Hughes (phone), Tim Fogle, Glenn Savage (phone), Donna Yeske (phone) and Evan Young

Members Absent: Dennis McCammack

Others Present: Sandy Leitheiser

The committee met today to discuss the following:

1. **COVID-19 Business Relief Grant Update/Approval:** Young stated there have been a few calls and emails regarding businesses that missed applying for the COVID 19 Business Relief Grant and wondered if another grant will be offered at a later time. Young stated there is approximately \$90,000 left in the fund.
2. **MCEDC Update/Approval:** Belusko will report.
 - **Revolving Loan Fund Update/Approval:** Deabenderfer stated he has a copy of the revised RLF manual. Deabenderfer stated we need to move some money from the Revolving Loan Fund to the Coal Fund to pay the recipients of the COVID-19 Business Relief Grant. **Motion by Fogle and second by Yeske to move \$100,000 from the RLF to the Coal fund to pay the COVID-19 Business Relief Grant recipients. All in favor, motion carried.**
 - **RLF review of By Laws Update/Approval:** The RLF board is reviewing.
3. **Tourism Update/Approval:** No update at this time.
4. **CEDS Document Update/Approval:** **Motion by Hughes and second by Savage to recommend the final draft of the CEDS Document to the Full Board at the August Meeting.. All in favor, motion carried.**
5. **Planning Commission Update/Approval:** Deabenderfer and Young reported they attended the last Planning Commission meeting and work continues on revising the Wind Energy & Siting Ordinance.
6. **Bike Trail Update/Approval:** No update at this time.
7. **West Central Development Update/Approval:** No update at this time.
8. **Montgomery County Bicentennial Update/Approval:** Deabenderfer stated the Bicentennial committee met last week to discuss events planned to celebrate the County's bicentennial next year. Events are scheduled for February 12th and June 5th, 2021.
9. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** *(not needed)*
10. **Other Business Update/Approval:** Deabenderfer stated EJ Cooperative in Dietrich Illinois has taken over the Montgomery County Rural Water Company and are looking to apply for a grant to construct a water tower outside of Witt. Young stated he talked with the manager today and they are planning to come to a full board meeting this fall to give an update on the work they are doing with rural water services in Montgomery.
11. **Public Comments Update/Approval:** None

There are no bills this month.

Motion by Fogle and second by Hughes to adjourn the meeting. All in favor, motion carried.

Meeting was adjourned at 5:50 pm.

Montgomery County Board EMA Committee Meeting Minutes

Date: Monday, August 3rd, 2020

Time: 4:00 pm – County Board Room

Conference Call NUMBER IS: 217-532-8500. **The Conference ID number:** 926186 #.

Members Present: Chair – Bill Bergen, Vice Chair – Chuck Graden, Connie Beck, Tim Fogle, Jeremy Jones, Richard Wendel and Evan Young

Members Absent:

Others Present: Sandy Leitheiser

The committee met today to discuss the following:

1. **Ambulance Billing Office Update/Approval:** Bergen stated there has been an increase in ambulance billing.
2. **EMA Report Update/Approval:** Greg Nimmo had a COVID related issue to take care of in Pana and could not call in to give his report.
3. **COVID-19 Pandemic Report Update/Approval:** The committee discussed the CURES grant and FEMA grant for expenses that can be reimbursed for COVID-19 Pandemic expenses. The Finance Committee will discuss hiring Bellwether to help administer these reimbursement grants. Salaries for employees that have been cleaning and disinfecting can be expensed to the grant.
4. **ETSB/911 Update/Approval:** Bill Bergen reported 911 had a re-scheduled meeting last Thursday and voted to approve and recommend the FY 2021 budget. Bergen stated the committee took a tour of the remodeled 911 area and reported two of the four work stations have been replaced along with all the computer hardware and software. The switch over to the new system took place last Thursday and the backup will be disabled today. The remaining two workstations should be installed and operational by the third week of August.
4. **HWE and EMA Committees Restructure to Combine Update/Approval:** Young reported the Rules Committee will convene to address this issue at the new budget year. Jones asked if the board was going to look at combining other committees. Young reported it will save \$6,000 to \$7,000 expenses per year by combining these two committees.
5. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** (if needed)
6. **Other Business Update/Approval:** None
7. **Public Comments Update/Approval:** None

Pay Bills: Motion by Beck and second by Jones to pay the bills. All in favor, motion carried.

Motion to Adjourn by Jones and second by Wendel. All in favor, motion carried.

Meeting adjourned at 4:40 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

HWE Committee Meeting Minutes

Date: Tuesday, August 4th, 2020

Time: 4:00 PM – County Board Room

Members Present: Chuck Graden, Connie Beck, Mark Hughes, Sandy Johnson, Glenn Savage (by phone), Richard Wendel and Evan Young

Members Absent: Mark Hughes and Richard Wendel

Others Present: Sandy Leitheiser

Conference Call NUMBER IS: 217-532-8500. the Conference ID number: 926186 #.

The committee met today to discuss the following:

1. **Consolidation of HWE and EMA Update/Approval:** Young reported he will need to convene the Rules Committee to address the consolidation of HWE and EMA committees.
2. **Elections Update/Approval:** Leitheiser reported there are 233 interested in voting by mail and PPE will be provided to election workers. No word from State Board of Elections if Voters will be required to wear masks while voting. SBE reviewed the new forms and procedures via webinar this morning. Leitheiser reported she submitted \$8,000 in grants.
3. **EPA Report Update/Approval:** Daniels reported training will resume after the full board meeting and the state FY 2020 third and fourth quarter grant reimbursement paperwork has been sent into EPA.
4. **Recycling Surplus Bids Update/Approval:** Committee discussed bidding out the F650 White box truck and the tandem trailer with no minimum bid. The bids will be due the Friday before the next HWE committee meeting.
5. **Animal Control Facility Program Update/Approval:** Graden reported Amanda was called by the Sheriff's Department to respond to the murder case in Witt the other night to get two pit bulls and nine puppies.
6. **Executive Session for Personnel/Litigation/Property Acquisition Update/Approval:** (not needed)
7. **Other Business Update/Approval:** None
8. **Public Comments Update/Approval:** None

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

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

Meeting adjourned 4:40 pm.

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

Montgomery County Board

Finance Committee Minutes

Date: Friday, August 7th, 2020

Time: 8:30 am - County Board Room

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

Members Absent: Kirby Furness

Others Present: Sandy Leitheiser,

The committee met today to discuss the following:

1. SOA Report Update/Approval:

- 2. Bellwether Proposal Update/Approval:** Bruce gave a presentation regarding his proposal to help the county offices reclaim allowable COVID-19 expenses for the CURES grant offered through DCEO. Bruce explained they would set up a meeting with each department head to go line by line of their expenses from January 1st, to see what could be billed as a COVID expense. Units of Government will have to have a plan to use the grant money or DCEO will re-allocate it. There are two levels, recovering and planned expenditures. Bruce stated the board needs to have a discussion at a future meeting regarding Hazard Pay and he is unaware of any counties expensing for vacation buybacks. Hazard pay does qualify as a COVID-19 expense. Bruce stated Bellwether's fee would be \$5,000 to cover their services through the end of the year. Their \$5,000 expense is an indirect cost and can't be billed to the grant. Beeler stated Bellwether has done work for the county several times by performing cost studies and work for the Sheriff's Department. Bruce explained that DCEO will host another webinar on August 12th. There are technical steps for submitting expenses and the first submission ideally would be ready in the next couple of weeks. There are other counties already ahead of us in collecting expenses. Inmates that should have gone to IDOC and didn't, the State should reimburse. The daily rate for inmates should be billed to the CURES grant. Animals that Department of AG didn't take because of COVID should also be included in the grant. Need to think about amending the budget to reflect the COVID grant revenues and expenses. The bulk of the work will be in the next couple of weeks and will continue with the planned expenses going forward. Greg asked about the \$5,000 fee and does Bellwether have any additional costs to county. Bellwether will collect and collate the data and turn it over to the county to submit to DCEO. The County Clerk and Treasurer's office will be involved. The department that takes care of the accounts payable or Treasurer will have to submit the expenses. Nimmo is in support of having Bellwether help us gather all allowable expenses. Nimmo stated IEM Company was hired by IEMA to help with filing grants. **Motion by Robinson and second by Moore to approve hiring Bellwether in the amount of \$5,000 to gather information to apply for COVID-19 reimbursement grants. All in favor, motion carried. Bellwether will be available through December to assist with applying for the COVID-19 grants.**

- 3. Capital Improvement Fund Reports Update/Approval:** The committee reviewed and discussed the Capital Improvement Fund Report submitted by the Treasurer.
- 4. VISTRA Power Plant Legislation Update/Approval:** The committee discussed scheduling a meeting in the near future with the taxing bodies involved with the Power Plant.
- 5. IMRF Update/Approval:** No update at this time.
- 6. Foresight Energy Agreement/Bankruptcy Update/Approval:** There is no update.
- 7. Finance/Budget Control Policies and Procedures Update/Approval:** No update at this time.
- 8. Vacation Buyback Update/Approval:** Instead of a vacation buyback, the committee will discuss Hazard Pay for employees that worked during the COVID shutdown per Bellwether's recommendation.

9. **FY 2021 Budget Update/Approval:** Budget Hearing Dates – Tuesday, August 18th, 2020 at 8:00 am and Thursday, August 20th, 2020 at 8:00 am. .
10. **Policy for Bidding out Professional Services Update/Approval:** Evan stated he was contacted by an auditing service to see when we are going out for bids.
11. **COVID-19 Business Grants Update/Approval:** Beeler reported she has been contacted by several businesses that stated they didn't know about the COVID-19 Business grants and wondered if it was going to offered again. Beeler is keeping a list and responded to the businesses that if there is another grant opportunity, they will be contacted. Beeler stated the press release was posted in the newspaper, WSMI and on Facebook. The Litchfield Administrator emailed all the businesses in Litchfield, letting them know about the business grant. The committee discussed keeping this issue on the radar and look at doing the grant again in September. Belusko has been working with small municipalities and their lost revenue is substantial and she is asking if some of this money can be used to help the municipalities. Moore stated he would rather help the businesses.
12. **Motion by Beeler and second by Sneed to approve the transfer of \$100,000 from the Revolving Loan Fund to the COVID-19 Business Grant Program. All in favor, motion carried.**
13. **Property Tax Collection Update/Approval:** Lohman stated over 65% real estate taxes collected.
14. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:** *(if needed)*
15. **Other Business Update/Approval:** None
16. **Public Comments Update/Approval:** None

Motion by Moore and second by Loucks to pay bills and approve payroll. All in favor, motion carried
Motion by Moore and second by Sneed to adjourn the meeting. All in favor, motion carried.
Meeting adjourned at 10:10 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

Personnel Committee Minutes

Date: Thursday, July 30th, 2020

Time: 5:00 pm - County Board Room

Members Present: Kirby Furness, Bill Bergen, Sandra Johnson, Earlene Robinson, Donna Yeske and Chairman Evan Young – Glenn Bishop

Members Absent: Ron Deabenderfer

Others Present: Sandy Leitheiser, Nikki Lohman, Rick Robbins, Holly Lemons. By Phone: Tony Johnson and Amanda Mast

The committee met to discuss the following:

1. **Employee Health Insurance Update/Approval:** Amanda Mast and Tony Johnson shared the monthly report. Health Alliance reported a profit of \$112,890 in 2019 and a profit of \$88,822 in 2019. Through May 2020, they are showing a loss of \$22,654. The 2020 Renewal for Health Alliance is 9.9% and Johnson reported they will be seeking a rate relief. A full market analysis will be completed and presented at next month's Personnel Committee meeting. Mast reported on the Ancillary renewals. MetLife dental, vision, life and voluntary life. All but the dental insurance are in a rate guarantee until 2021. The Dental Insurance is receiving a 7% increase.
 - a. Monthly HRA report: Through 7/30/2020 were at a 11.17% (\$1,218.87 paid of \$572,062 total)
2. **Employee Personnel Manual Update/Approval:**
 - a. Revised Drug Policy addressing Cannabis – The committee reviewed a draft of the changes made to the Revised Drug Policy addressing Cannabis. **Motion by Robinson and second by Bergen to present the draft of the Revised Drug Policy addressing Cannabis to the full board. Motion carried.**
3. **COVID-19 Employees Leave MEMO – FMLA/FFCRA (Families First Coronavirus Response Act) Update/Approval:** Kirby Furness asked department heads for a clarification of what would be needed in a memo to the employees because this issue has been discussed with the intent that the county would follow the federal laws regarding that came out in April
4. **Vacation Buyback Policy Update/Approval:** The committee discussed if there were funds available to buy back an additional week for employees that don't have time to take their vacation by the end of the Fiscal year. The committee also discussed looking to see how many employees would need to do this and then check with the finance committee.
5. **Executive Session to Discuss Personnel/Litigation/Property Acquisition Update/Approval:** *not needed*
6. **Other Business Update/Approval:** None
7. **Public Comments Update/Approval:** None

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

Meeting adjourned at 6:15 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, August 6th, 2020

Time: 8:30 AM – County Board Room

Members present: Gene Miles, Bill Bergen, Jim Moore, Glenn Bishop, Dave Loucks, Dennis McCammack, & Evan Young - Mark Hughes by Phone

Members Absent: None

Other Present: County Engineer Cody Greenwood, Assistant County Engineer Dustin Sefton

1. **Village of Walshville Streets Update/Approval:** Gary Applegate from the Village of Walshville addressed the committee regarding the options previously discussed regarding the repairs to the Walshville Streets. The County original plan to re-route the main road through town and feels this is the best option. The County would take over the road instead once it is re-routed. The issue now is the road winds through town and there are drainage problems. McCammack stated that option would set a precedent for other municipalities if the County fixes the roads through town. Committee discussed the water and drainage issues with the options to economically fix it. Greenwood stated there needs to be some surveying and ditch work done.
2. **Property Deed Transfer of former Wright Automotive Property to Highway Department Update/Approval:** Greenwood stated the first payment has been made and a contract was signed. Committee discussed transferring the deed to the Highway Department even though the contract is not paid off. Bishop stated the deed could be transferred and the County would hold the deed until the contract has been paid off. Greenwood stated they will keep making payments and discuss the transfer at a later time.
3. **Highway Maintainer Job Opening Update/Approval:** Greenwood stated he talked it over with Assistant Engineer Sefton and they feel they can keep up with the work with the current five employees. They stated they will not replace the recent retiree however they will put the salary in the FY 2021 budget if needed. Greenwood stated they will see if they keep roads maintained this fall and winter with the five maintainers. Greenwood stated the five maintainers at this time are keeping up with the work and they want to see how things go. Greenwood reported they received about 21 applications for the open maintainer's position and he sent letters out earlier this week to advise the applicants the position will not be filled at this time.
4. **Executive Session for Personnel Approval:** Motion by Loucks and second by Moore to enter into executive session. All in favor, motion carried. Motion by Bishop and second by Moore to come out of executive session. All in favor, motion carried.
Motion by Moore and second Bergen to give Engineer Greenwood the authority to adjust salaries based on experience. All in favor, motion carried.
5. **Other Items:** Greenwood stated they have been working on the new highway department facility and hope to be able to move in later this year. They need to finalize the electrical and HVAC plans. Greenwood reported they need to find a place to move and set the fuel tanks at the new location. Young reported Mr. Schaal called and he would like to set up a meeting with Miles, Greenwood and Young regarding some mowing issues. His concern is over mowing the back slopes due to the Monarch butterfly. He would like to hold off mowing on the back slopes until later in the year after the first frost. Greenwood stated we don't have the same right of way as IDOT and the back slopes are mowed one a year.

6. Public Comments: None

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

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

Meeting adjourned at 9:35 a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.