

Montgomery County Board

Minutes

For Tuesday, December 8th, 2020 – 5:30 PM

The meeting was called to order by County Board Chairman Evan Young at 5:30 PM.

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

Members Present: Russell Beason, Connie Beck, Megan Beeler, Bill Bergen, Ronald Deabenderfer, Doug Donaldson, Tim Fogle, Jim Havera, Mark Hughes, Sandra Johnson, Jeremy Jones, David Loucks, Bev McCoy, Gene Miles, Andy Ritchie, Earlene Robinson, Bob Sneed, Richard Wendel, Patty Whitworth, Donna Yeske by phone, and Evan Young.

Members Absent: None

Pledge of Allegiance to the flag was led by Jim Havera.

Mileage and Per Diem Approval: Motion by Hughes and second by Johnson to approve the Mileage and Per Diem. Roll Call vote was held: Voting Yes were: Beason, Beck, Beeler, Bergen, Deabenderfer, Donaldson, Fogle, Havera, Hughes, Johnson, Jones, Loucks, McCoy, Miles, Ritchie, Robinson, Sneed, Wendel, Whitworth, Yeske and Young. No members voted No. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting: Motion by Wendel and second by Robinson to approve the minutes of the previous county board meeting held on Tuesday, November 10th, 2020. All in favor, motion carried.

CONSENT AGENDA: No reports for this month.

1. **Ambulance Billing Report** -- Sherry Greenwood – no report was submitted.
2. **Animal Control Report** ---- Amanda Daniels – report was submitted.
3. **Circuit Clerk's Report** ---- Holly Lemons – report was submitted.
4. **Coroner's Report** --- Randy Leetham – report was submitted.
5. **County Clerk and Recorder's Report** ---- Sandy Leitheiser was present for questions.
6. **Health & TB Department Report** ---- Hugh Satterlee – report was submitted.
7. **Highway Department Report** --- Cody Greenwood was present for questions.
8. **Probation Office Report** ---- Bane Ulrici - no report was submitted.
9. **Public Defender's Report** ---- Erin Mattson - no report was submitted.
10. **ROE - Monthly and Quarterly Reports** – Julie Wollerman – report was submitted.
11. **Sheriff's Report** ---- Rick Robbins was present for questions.
12. **SOA Report** ---- Ray Durston - report was submitted.
13. **State's Attorney Report** --- Andrew Affrunti was present for questions.
14. **Treasurer's Report** ---- Nikki Lohman was present for questions. She informed members their first per diem/mileage checks will either be mailed or available for pick up.
15. **V.A.C. Report** ---- Dave Strowmatt – report was submitted.

APPROVAL OF 12 REPORTS ON THE CONSENT AGENDA: Motion by Whitworth and second by Beeler to approve the 12 reports provided on the Consent Agenda. All in favor, motion carried.

LIAISON REPORTS:

- **708 Board** – Robinson stated they will meet December 14th, 2020.
- **CEFS Board** – Fogle thanked volunteers for their support with Meals on Wheels and informed members county resident Larry Blevins was recently hired as a CEFS representative.
- **911 Board** – Bill Bergen reported they will have a meeting next week. He said the new 911 equipment is now installed and working, and the full cost has been paid. Sheriff Robbins added 911 Coordinator Ed Boyd was recently selected as one of the MCSO employees of the year for all of his hard work and dedication.
- **Health Department** – Sandra Johnson stated their board was informed there will be a vaccine for COVID-19, but no details have been given yet.
- **IL Association of County Officials** – Beeler and Bergen stated there is no report at this time.
- **MCEDC** – Young stated the Economic Development Committee did not meet, so there is no report.
- **Planning Commission** – Deabenderfer stated no meeting was held.
- **Senior Citizens Board** – Deabenderfer stated they will not meet until COVID is resolved.
- **UCCI** – Miles stated they did not meet.
- **U of I** – Beck reported they are now holding meetings via Zoom. She said the next meeting will be held on December 17, 2020, at 7:00 PM.
- **WCDC** – Wendel stated the next meeting will be held in February, 2021. He said the WCDC independent audit has been completed and the federal audit will begin soon.

COMMITTEE REPORTS:

COORDINATING COMMITTEE: Given by Chairman Evan Young:

1. **Information Systems Report Update:** Young reported the chrome books for County Board members' use are still on back order.
2. **Census Count Committee Update:** Young deferred to County Clerk Leitheiser, who stated population counts are scheduled to be delivered to the US President by December 31st, 2020. She said state and county population totals are scheduled to be delivered to the Illinois Secretary of State by April 1st, 2021, but there is court activity underway relating to the 2020 Census which may delay results.
3. **COVID-19 Pandemic Update:** Young stated COVID cases are increasing lately, and warned all to follow guidelines to be safe. He said Chris/Mont EMA Coordinator Greg Nimmo couldn't call in due to a call concerning the COVID vaccine.
4. **Amendment to Extend the Proclamation of a Disaster in Montgomery County Approval:** Motion by Fogle and second by Hughes to approve the Amendment to Extend the Proclamation of a Disaster in Montgomery County. All in favor, motion carried. (For copy, see Resolution Book 18, page 158).

FINANCE COMMITTEE REPORT: Given by Committee Chairwoman Megan Beeler:

1. **SOA Report Update/Approval:** Beeler stated Supervisor of Assessments Ray Durston reported they have received 30 complaints for the Board of Review so far and shared his written monthly report.

2. **Intergovernmental Agreement between Montgomery County and Nokomis/Audubon Multi-Township Assessment District Approval:** Beeler stated the committee reviewed the Intergovernmental Agreement. **Motion by Beeler and second by Miles to recommend the Intergovernmental Agreement between Montgomery County and Nokomis/Audubon Multi-Township Assessment District be approved. All in favor, motion carried. (For copy, see Resolution Book 18, page 159-160).**
3. **Capital Improvement Fund Reports Update:** Beeler said the committee reviewed and discussed the Capital Improvement Fund. She stated a payment was received in October.
4. **Bellwether and CURES Grant Update/Approval:** Beeler said Treasurer Nikki Lohman reported the CURES check was deposited recently, and the Health Department has also certified for their CURES grant. Beeler said Nimmo has applied for the FEMA grant, but nothing has been received yet.
5. **VISTRA Power Plant Legislation and Taxing Body Meeting Update:** Beeler reported she recently spoke with VISTRA attorney Tom Atherton, and they will pay the remaining property tax balance due after January 1st, 2021. She said they will work out the logistics of writing checks to the taxing bodies with Treasurer Lohman. Beeler said there will be another meeting with taxing bodies soon.
6. **Finance/Budget Control Policies and Procedures Update:** Beeler said there is no update.
7. **Litchfield Ambulance Tax Levy Rate Update/Approval:** Beeler reported the City of Litchfield asked about increasing their Special Services Ambulance tax levy after the county approved the levy and FY 2021 budget last month. Beeler said she spoke with newly elected State's Attorney Andrew Affrunti, and he will have more information on this subject at next month's meeting.
8. **Resolution to Convey Trustee Deed for Parcel #08-23-332-010 in Nokomis Township to North Illinois Investments LLC Approval:** **Motion by Beeler and second by Miles to approve Resolution to convey Trustee Deed for Parcel #08-23-332-010 in Nokomis Township to North Illinois Investments LLC. All in favor, motion carried. (For copy, see Resolution Book 18, pages 161-162).**
9. **Resolution to Convey Trustee Deed for Parcel #08-27-181-012 in Nokomis Township to Raymond Eller & Linda Eller Approval:** **Motion by Beeler and second by Whitworth to approve Resolution to convey Trustee Deed for Parcel #08-27-181-012 in Nokomis Township to Raymond Eller & Linda Eller. All in favor, motion carried. (For copy, see Resolution Book 18, pages 163-164).**
10. **Resolution to Convey Trustee Deed for Parcel #10-33-318-007 in North Litchfield Township to Plummer Holdings, Inc., c/o Terry W. Plummer Approval:** **Motion by Beeler and second by Sneed to approve Resolution to convey Trustee Deed for Parcel #10-33-318-007 in North Litchfield Township to Plummer Holdings, INC, c/o Terry W. Plummer. All in favor, motion carried. (For copy, see Resolution Book 18, pages 165-166).**
11. **Resolution to Convey Trustee Deed for Parcel #12-22-100-007 in Irving Township to William D. Tolliver, Sr. Approval:** **Motion by Beeler and second by McCoy to approve Resolution to convey Trustee Deed for Parcel #12-22-100-007 in Irving Township to William D. Tolliver, Sr. All in favor, motion carried. (For copy, see Resolution Book 18, pages 167-168).**

12. **Resolution to Convey Trustee Deed for Parcel #12-22-477-002 in Irving Township to R. Brandon Bell & Melissa Bell Approval:** Motion by Beeler and second by Loucks to approve Resolution to Convey Trustee Deed for Parcel #12-22-477-002 in Irving Township to R. Brandon Bell & Melissa Bell. All in favor, motion carried. (For copy, see Resolution Book 18, pages 169-170).
13. **Resolution to Convey Trustee Deed for Parcel #12-22-477-015 in Irving Township to R. Brandon Bell & Melissa Bell Approval:** Motion by Beeler and second by Donaldson to approve Resolution to convey Trustee Deed for Parcel #12-22-477-015 in Irving Township to R. Brandon Bell & Melissa Bell. All in favor, motion carried. (For copy, see Resolution Book 18, pages 171-172).
14. **Resolution to Convey Trustee Deed for Parcel #12-27-128-005 in Irving Township to Lance L. and Kenda S. Caulk Approval:** Motion by Beeler and second by Whitworth to approve Resolution to convey Trustee Deed for Parcel #12-27-128-005 in Irving Township to Lance L. and Kenda S. Caulk. All in favor, motion carried. (For copy, see Resolution Book 18, pages 173-174).
15. **Resolution to Convey Trustee Deed for Parcels #13-06-340-012, -013 in Witt Township to Gregory Elliot & Debra Elliot Approval:** Motion by Beeler and second by Ritchie to approve Resolution to convey Trustee Deed for Parcels #13-06-340-012, -013 in Witt Township to Gregory Elliot & Debra Elliot. All in favor, motion carried. (For copy, see Resolution Book 18, pages 175-176).
16. **Resolution to Convey Trustee Deed for Parcel #17-06-376-009 in East Fork Township to Richard Wilson Approval:** Motion by Beeler and second by Robinson to approve Resolution to Convey Trustee Deed for Parcel #17-06-376-009 in East Fork Township to Richard Wilson. All in favor, motion carried. (For copy, see Resolution Book 18, pages 177-178).
17. **Resolution to Convey Trustee Deed for Parcel #13-06-205-004 in Witt Township to John Stivers Approval:** Motion by Beeler and second by Beason to approve Resolution to Convey Trustee Deed for Parcel #13-06-205-004 in Witt Township to John Stivers. All in favor, motion carried. (For copy, see Resolution Book 18, pages 179-180).
18. **Other Business Update:** Young reported he will work with State's Attorney Affrunti to get a closing date so the deed can be finalized for the Pitman Township Surplus property sold a few months ago to Jamie Hannah.

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

1. **Maintenance and Cleaning Issues and Report Update:** Sneed reported staff worked on normal maintenance issues, did some painting and got equipment ready for winter. He said all three generators were serviced and the sprinkler systems were checked out. Sneed also said the tile floors in the basement in the Old Courthouse have been stripped and waxed.
2. **Coroner Office – Space Request in the Basement of the New Courthouse Update:** Sneed reported additional space was located in the basement of the Courthouse Complex for the Coroner's Office and now they are waiting for the IT department to clean it out so it can be used.

3. **Recycling at County Buildings Update:** Sneed reported DC Waste and Recycling dropped off new containers which are now in service at the Courthouse Complex and Jail.
4. **Other Business Update:** Sneed said the Circuit Clerk's Office is still closed to the public at this time due to COVID 19. He said spot cleaning of carpets in Historic Courthouse will take place soon. Sneed also reported tuck pointing at the Historic Courthouse will take place this spring; however, an invoice was received for the 55 bricks replaced a few months ago. Sneed thanked County member Yeske and Imagine Hillsboro for the shared effort so the Historic Courthouse will look festive for the holidays.

ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given By Committee Chairwoman Donna Yeske:

1. **No Report – Committee did not meet.**

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

1. **No Report – Committee did not meet.**

H.W.E. COMMITTEE REPORT: Given by Chairman Evan Young:

1. **No Report – Committee did not meet.**

PERSONNEL COMMITTEE REPORT: Given by Committee Chairman Bill Bergen:

1. **Employee Health Insurance and HRA Report Update:** Bergen reported the recent open enrollment for employees was successful and the HRA utilization rate is about 15%, which will probably increase in the final weeks this year. Bergen stated the employee insurance premiums increased by 3% for the coming year.
2. **New COVID Guidelines from the Governor Update/Approval:** Bergen reported discussion took place regarding some employees who weren't able to take all of their vacation time by the end of November due to COVID. He said the committee discussed letting those few employees trade off sick days or to carry over unused vacation until March of 2021. **Motion by Bergen and second by Johnson for employees who were unable to use their vacation due to COVID be allowed to carry over their vacation time until March 31st of the following year.** Beeler asked if the employees would cap the amount of time taken because some departments struggle to cover for employees off on vacation. Patty Whitworth agreed and stated this offer could be extended through May to give employees more time to take their missed vacation. Other office holders in attendance were polled to see how this would affect their office, and those in attendance stated it would not. Board members discuss then whether this motion would cover only non-union employees and how many employees would be affected. **Motion by Hughes and second by Donaldson to table this motion until next month. All in favor, motion carried.**
3. **Other Business Update:** Bergen asked member Deabenderfer if he would like to share the concerns he discussed at the last Personnel Committee meeting. Deabenderfer stated his concerns, which included a need for a Human Resources employee to answer personnel related questions and help with union negotiations; the reduction of county board member per diem from \$75 to \$60 after the past two election cycles; and the reduction of the size of the county board.

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

1. **2021 Bulk Fuel Purchasing Letting Results Approval:** Two bids were submitted:

	<u>Farmers Oil</u>	<u>M&M Services</u>
Clear diesel	\$.07 per gal	\$.085 per gal
Died diesel	\$.07 per gal	\$.085 per gal
Diesel additive	\$.02 per gal	\$.06 per gal
Diesel Winter additive	\$.02 per gal	\$.025 per gal
Unleaded fuel	\$.09 per gal	\$.085 per gal

Motion by Miles and second by Donaldson to approve the low bid from Farmers Oil for the 2021 Bulk Fuel Purchasing with a 2 Year Contract. All in favor, motion carried.

2. **New Highway Department Update:** Miles reported Engineer Greenwood received two estimates for the New Highway Department electrical renovations (Hillsboro Electric for \$43,917.24 and one from Lyerla Electric for \$30,758.60). Miles reported the committee authorized up to \$30,000 to rough in the electrical work. Clerk Leitheiser questioned whether a full board approval was needed for this project because the expenditure was over \$10,000. Miles responded the committee had made sure the \$30,000 threshold was not exceeded so the project didn't need to be bid. State's Attorney Affrunti said the committee was fine to approve up to \$30,000 to be spent for the project; and if any vouchers for payment for this project come in over \$10,000, they will need full board approval.
3. **Resolution Appropriating Funds for the Payment of the County Engineer's Salary for 2021 Update:** Miles reported the information was just received and will be presented at next month's meeting.
4. **Other Business Update:** Miles stated Greenwood reported they are presently working on Nokomis/Fillmore Road.

APPROVAL OF 7 COMMITTEE REPORTS & MINUTES:

Motion by Fogle and second by Whitworth to approve the seven committee reports and minutes. All in favor, motion carried.

ANNOUNCEMENTS: none

SCHEDULE CHANGES: none

APPOINTMENTS:

Motion by Beeler and second by Jones to reappoint Larry Ziegler as commissioner to Zanesville #3, County Zone #15 Drainage District. All in favor, motion carried.

Motion by Jones and second by Donaldson to reappoint Randal Riemann as commissioner to the Pitman-Zanesville #2, County Zone #33 Drainage District. All in favor, motion carried.

Motion by Beeler and second by Sneed to appoint Jon Magnuson to the 708 Board for a four year term ending in 2024. All in favor, motion carried.

Motion by Loucks and second by Wendel to appoint Terri Miller to the 708 Board for a four year term ending in 2024. All in favor, motion carried.

Motion by Whitworth and second by Johnson to reappoint Lyle Polus to the 708 Board for a four year term ending in 2024. All in favor, motion carried.

PUBLIC COMMENTS: None

PAY BILLS AND PAYROLL:

Approval to Pay Any Invoices to JJ Outlet, LLC, and Yeske Soaps:

Motion by Miles and second by Beeler to pay any invoices for JJ Outlet, LLC and Yeske Soaps. Voice Vote: In favor –20; Against – 0, Absent – 0, Abstain – 1 (Yeske). Motion carried.

Motion by Wendel and second by McCoy to pay all other approved bills and payroll. All in favor, motion carried.

ADJOURN: Until the next regular Full Board Meeting on Tuesday, January 12th, 2021, at 5:30 pm in the County Board Room, Hillsboro, Illinois.

Motion by Donaldson and second by Johnson to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting Adjourned at 6:20 PM. Minutes respectfully recorded and submitted by Montgomery County Clerk and Recorder Sandy Leitheiser.